

# BENZIE COUNTY BOARD OF COMMISSIONERS

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448 COURT PLACE – BEULAH, MI 49617 – (231) 882-9671  
[www.benzieco.net](http://www.benzieco.net)

## MEETING AGENDA

**October 25, 2022**

**Frank F. Walterhouse Board Room, Governmental Center, Beulah, Michigan**

**Join Zoom Meeting**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/81470368457>**

**Or One tap mobile :**

**US: 13126266799**

**Webinar ID: 814 7036 8457**

**PLEASE TURN OFF ALL CELL PHONES OR SWITCH THEM TO VIBRATE**

9:00 a.m.      CALL TO ORDER  
ROLL CALL  
INVOCATION AND PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES – 10/11/2022  
PUBLIC COMMENT  
FINANCE –  
    A) Approval of Bills  
ELECTED OFFICIALS & DEPT HEAD COMMENTS  
    A) Health Department Annual Report  
ACTION ITEMS –  
    A) Approval of Capital Plan  
    B) Approval to obtain new domain name, changing to Benzieco.gov  
    C) Core Technologies – approval of service agreement related to LEIN  
    D) GTB – Cross Deputization Agreement with BCSO  
    E) Possible Appointment of 911 Director  
COMMISSIONER REPORTS –  
COUNTY ADMINISTRATOR’S REPORT – Katie Zeits  
COMMITTEE OF THE WHOLE – 10/11/22 Consent Calendar  
COMMITTEE APPOINTMENTS –  
UNFINISHED BUSINESS –  
NEW BUSINESS –  
10:00 a.m.      Closed Session - with legal counsel to discuss attorney client communication pursuant to  
MCL 15.268(8)(H)  
  
PRESENTATION OF CORRESPONDENCE  
PUBLIC COMMENT  
ADJOURNMENT

**Times Subject to Change**

The County of Benzie will provide necessary reasonable auxiliary aids and services for individuals with disabilities at the meeting upon five (5) working days' notice to the County. Individuals with disabilities requiring auxiliary aids or services should contact the County in writing or by calling the following:

BENZIE COUNTY CLERK  
448 COURT PLACE  
BEULAH MI 49617  
(231) 882-9671

This notice was posted by Tammy Bowers, Benzie County Clerk, on the bulletin board in the main entrance of the Benzie County Governmental Center, Beulah, Michigan, at least 18 hours prior to the start of the meeting. This notice is to comply with Sections 4 and 5 of the Michigan Open Meetings Act (PA 267 of 1976).

## PUBLIC COMMENT

**Purpose:** The Benzie County Board of Commissioners is a public policy setting body and subject to the Open Meetings Act (PA 267 of 1976). The Board also operates under a set of "Benzie County Board Rules (section 7.3)" which provides for public comment during their meetings. It continually strives to receive input from the residents of the county and reserves two opportunities during the monthly scheduled meeting for you the public to voice opinions, concerns and sharing of any other items of common interest. There are however, in concert with meeting conduct certain rules to follow.

**Speaking Time:** Agenda items may be added or removed by the board but initially at least two times are devoted to Public Comment. Generally, however, attendees wishing to speak will be informed how long they may speak by the chairman. All speakers are asked to give their name, residence and topic they wish to address. This and the statements/comments will be entered into the public record (minutes of the meeting). Should there be a number of speakers wishing to voice similar opinions, an option for a longer presentation may be more appropriate for the group and one or more speakers may talk within that time frame. The Board will not be accepting public comment via zoom/online.

Group Presentations – 15 minutes  
Individual Presentations – 3 minutes

**Board Response:** Generally, as this is a "Comment" option, the board will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. However, should the board individually or collectively wish to address the comments of the speaker(s) at the approval of the Chair and within a time frame previously established, responses may be made by the board. Additionally, the presenter may be in need of a lengthier understanding of an issue or topic and may be referred to a committee appropriate to address those issues.

Public Comment is very important in public policy settings and is only one means for an interchange of information or dialogue. Each commissioner represents a district within the county, and he/she may be individually contacted should greater depth or understanding of an issue be sought. Personal contact is encouraged and helpful to both residents and the board.

### Commissioner Contacts:

District I – Bob Roelofs (Almira East of Reynolds Road).....	231-645-1187
District II - Art Jeannot (Almira Twp West of Reynolds Road, Platte and Lake Townships) .....	231-920-5028
District III – Andy Miller (Crystal Lake, Frankfort) .....	231-920-8300
District IV – Rhonda Nye (Benzonia).....	231-510-8804
District V – Tim Markey (Homestead) .....	231-871-1399
District VI - Evan Warsecke (Colfax, Inland) .....	231-275-3375
District VII - Gary Sauer (Blaine, Gilmore, Joyfield, Weldon) .....	231-651-0647

January 11, 2022

**THE BENZIE COUNTY BOARD OF COMMISSIONERS**  
**October 11, 2022**

The Benzie County Board of Commissioners met in a regular session on Tuesday, October 11, 2022, in the Frank Walterhouse Board of Commissioners Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Chair Bob Roelofs.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

The invocation was given by Commissioner Roelofs and the Pledge of Allegiance was recited.

**Agenda:**

Motion by Markey, seconded by Warsecke, to approve the agenda as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**Minutes:**

Motion by Markey, seconded by Miller, to approve the regular session minutes of September 27, 2022, as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

9:03 a.m. Public Input

Alicia Thompson – with Faith in Action, regarding affordable housing and her experience with the struggles of making ends meet in Benzie County.

Pastor Chuck Towersy – Freshwinds Christian Community Church, with Faith in Action, continue working with the county on affordable housing with a growing community.

Jane Wild – regarding Trump Unity caravan.

Barry Hahn, Benzonia Township – regarding Trump Unity caravan.

Luke Allen – with Faith in Action, regarding last two speakers not a representative of Faith in Action here to speak about affordable housing.

Cathy Albro, Candidate for Michigan State House 104, all need to work together with local officials with all challenges especially regarding housing and allocation of funds.

Sonya Potts – Administrative Assistant for Prosecutor's Office regarding security in building.

9:19 a.m. Public Input closed

**FINANCE:**

Bills: Motion by Miller, seconded by Warsecke, to approve payment of the bills from September 27, 2022, through October 10, 2022, in the amount of \$431,110.77, as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Michelle Thompson, County Treasurer, reported they had a second sale. The bids were within \$500 of each bid from the first sale. The two defaulted bidders will be forever banned for bidding in the future on any Title Check LLC land auctions.

**ELECTED OFFICIALS & DEPARTMENT HEAD COMMENTS:**

Rebecca Hubers, Emergency Manager/911 Director presented a written report.

## COMMISSIONERS

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October 11, 2022

Bert Gale, Associated Government Services, provided a written report regarding the Benzie County Building Code and Safety Enforcement Quarterly Report for July, August and September 2022.

### ACTION ITEMS

LOU – FOPLC Deputies – top scale start pay for experience candidate: Motion by Warsecke, seconded by Miller, to authorize a Letter of Agreement with the Michigan Fraternal Order of Police Labor Council, Deputies Unit, which permits a six-year starting wage step for Matthew McKinley to serve as the Benzie County School and Youth Resources Officer for the reasons outlined in the September 21, 2022, memo from the County Administrator, and authorize Chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Resolution 2022-021 to transfer DTRF Administration Fees to General Fund: Discussion held. Motion by Jeannot, seconded by Nye, to adopt Resolution 2022-021 as amended that approves the transfer from the Benzie County (DTRF) Delinquent Tax Revolving Fund to the Benzie County General Fund. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Letter of support for DTE grant application: Chris Hackbarth DTE Energy / Regional Relations Manager was present and gave an overview of grant. Discussion held. Motion by Sauer, seconded by Miller, that the Board of Commissioners authorizes a letter of support for the grant application of DTE Energy and authorizes the Chair to sign. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Apportionment Report: Thomas Longanbach, Equalization Director, was present, and provided the Tax Allocation Report by municipality for 2022 with an overview. This report is required and summarizes the millages to be levied. Discussion held. Motion by Jeannot, seconded by Markey, to accept the Tax Allocation Report for 2022 as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Approval of fees to charge for certified mailing of signature cards: Michelle Thompson was present and requested that a fee be established for copies of certified mailing signature cards. Discussion held. Motion by Sauer, seconded by Miller, to adopt a \$50/parcel fee for requests for certified mailing signature cards packets. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Rebecca Hubers – 2023EMPG Work Agreement: Motion by Markey, seconded by Sauer, to authorize the Chair of the Board of Commissioners and the Emergency Management Coordinator to sign on behalf of Benzie County the 2023 EMPG Work Agreement with the Michigan State Police, Emergency Management and Homeland Security Division. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

10:03 a.m. break

10:09 a.m. reconvene

### COMMISSIONER REPORTS:

Chair Roelofs attended Veterans Affairs and Buildings and Grounds meetings, Agenda Review, Attended Benzie Central vs Kingsley Football game with overview of event.



## **COMMISSIONERS**

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**October 11, 2022**

Comm Jeannot – provided a written report.

Comm Miller – attended Benzie HSC, Buildings and Grounds, and Frankfort School Board meetings

Comm Nye – attended Master Plan Committee, Benzie Leelanau Health Department Board meeting, Village of Benzonia, and Benzie Central School Board meetings, Memorial Park tree planting project with ReLeaf, attended a presentation by Senator Jack Bergman

Comm Markey – attended Homestead Township Board meeting, Centra Wellness Network Committee meeting, Master Plan Committee review, Village of Honor Counsel meeting

Comm Warsecke – attended Inland Township meeting

Comm Sauer – attended Benzie Leelanau Health Department Board meeting, Betsie Valley Trail, Joyfield Township, Blaine Township, Village of Thompsonville, and Iron Man after action review meetings.

### **COUNTY ADMINISTRATOR'S REPORT – Katie Zeits**

Stated that auditors were here, and we need to work on our fixed asset reporting and additional requirements from them. They are continuing to work on updates to the Counties website and county policies. Attending broadband meetings and working on an application for a reconnect loan from the Federal Government for broadband for Benzie County.

### **COMMITTEE OF THE WHOLE:**

Motion by Warsecke, seconded by Jeannot, to approve items 1 and 3 of the September 27, 2022, Committee of the Whole Consent Calendar as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

Commissioner Nye removed items #2, 4, and 5 from the consent calendar. Discussion held

Motion by Nye to authorize the Undersheriff wage to be 12.5% higher than the Lieutenant base wage, effective October 1, 2022. Motion not supported.

Motion by Nye, seconded by Roelofs, to move item #2 to the Committee of the Whole for further discussion Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None. Motion carried.

Regarding item #4, Katie Zeits, Administrator, stated her office will make some changes to the Appointments and Committees Policy to clarify the attendance policy, section 7, and this will be brought back for approval at the next Committee of the Whole meeting.

Motion by Sauer, seconded by Miller, to approve items 5 of the September 27, 2022, Committee of the Whole Consent Calendar as presented. Roll call. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried

**COMMITTEE APPOINTMENTS: - None**

## COMMISSIONERS

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October 11, 2022

**UNFINISHED BUSINESS:** - None

**NEW BUSINESS:** - None

### **PRESENTATION OF CORRESPONDENCE:**

- Letter from Maner Costerisan regarding audit
- Betsie Valley Trailway Management Council September 6, 2022, Minutes
- Iron County Resolution 2022-0012
- Iron County Resolution 2022-013

11:39 a.m. Public Input none

Motion by Warsecke, seconded by Markey, to adjourn at 11:39p.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

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Bob Roelofs, Chair

Kim Childs, Benzie County Chief Deputy Clerk

### **INDEX**

1. Approve the agenda as presented.
2. Approve the regular session minutes of September 27, 2022, as presented.
3. Approve payment of bills from September 27, 2022, through October 10, 2022, in the amount of \$431,110.77, as presented.
4. Authorize a Letter of Agreement with the Michigan Fraternal Order of Police Labor Council, Deputies Unit, which permits a six-year starting wage step for Matthew McKinley to serve as the Benzie County School and Youth Resources Officer for the reasons outlined in the September 21, 2022, memo from the County Administrator, and authorize Chair to sign.
5. Adopt Resolution 2022-021 as amended that approves the transfer from the Benzie County (DTRF) Delinquent Tax Revolving Fund to the Benzie County General Fund.
6. The Board of Commissioners authorizes a letter of support for the grant application of DTE Energy and authorizes the Chair to sign.
7. Accept the Tax Allocation Report for 2022 as presented.
8. Adopt a \$50/parcel fee for requests for certified mailing signature cards packets.
9. Authorize the Chair of the Board of Commissioners and the Emergency Management Coordinator to sign on behalf of Benzie County the 2023 EMPG Work Agreement with the Michigan State Police, Emergency Management and Homeland Security Division.
10. Approve items 1 and 3 of the September 27, 2022, Committee of the Whole Consent Calendar as presented.
11. Removal of Consent Calendar items 2, 4, and 5 for further discussion.
12. After discussion, approve item 5 of the September 27, 2022, Committee of the Whole Consent Calendar as presented.

**Committee of the Whole**

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**September 27, 2022**

Motion by Warsecke, seconded by Jeannot, to approve the Committee of the Whole Consent Calendar as follows:

1. Authorize a onetime increase of 13.16% for the Chief Deputies for fiscal year 2022/2023, effective October 1, 2022, with the understand a strategy will be developed so it can be applied consistency in future years.
2. Removed
3. Move forward with Memorandum of Agreement with Centra Wellness Network, pending legal and administrative review, authorize Chair to sign.
4. Removed

Motion by Sauer, seconded by Miller, to approve the Committee of the Whole Consent Calendar as Follows:

5. Commit up to \$120,000 to Frankfort Area Land Trust with their best efforts made with matching funds to support housing in Benzie County.

**Art Jeannot**  
**Commissioner Report**  
**October 11, 2022**

- Participated in 3 meetings on behalf of the County since our September 27<sup>th</sup> meeting.
- **10/6 – Lake Township**
  - MI Assessing Services has been hired to manage the Townships assessing needs.
  - It appears 50% of the votes cast for the November 8<sup>th</sup> election will be mail in. This is based on applications for mail in ballots. Clerk has concerns about proposal 2 regarding election processes.
- **10/7 – MI Association of Counties (Finance and General Governance Committee)**
  - Discussed HR Bill 6423 in draft. The following are some highlights.
    - This would allow comments from public attending remotely.
    - Removal of attendees threatening violence or unreasonable participation.
    - Posting meetings on line vs paper notice.
    - Nuisance law suits as determined by the court regarding OMA or FOIA would have to pay legal cost by the plaintiff.
  - Zillow request to get cost free access to county property records was defeated.
  - Proposal to move the primary election to June from August, the exception would be a year where there is a presidential the primary would be March. This would take some pressure off Clerks and reduce the cost to candidates.
- **10/10 – Almira Township**
  - I will share any relevant information at the BOC meeting
- **Other**
  - **10/6 –** Attended a ceremony celebrating 100 years of being in business for the Andy Case family and Cherry Hut. Presentation by State Representative Jack O'Malley and the Benzie County Chamber. ***I will be attending a 2<sup>nd</sup> ceremony on October 10<sup>th</sup> at 1pm with a presentation by Congressman Bergman. I encourage anyone who is available to join us at my invitation. Let's have a great turnout showing our support and gratitude for the Case family's commitment to Benzie County. This includes members of our community.***

# Finance Report

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**Finance Issues:**

Approval of bills from October 11, 2022, through October 24, 2022 in the amount of \$492,295.47.

We are working on the audit, correcting items, and finishing year end entries. Things look good so far.

I recently attended the Michigan Assn of Land Banks Annual Summit in Detroit, MI. I learned a lot and got to see firsthand some of the land bank projects happening in the downtown area. Some projects are VERY impressive.

FROM 10/01/2021 TO 10/24/2022

FUND: ALL FUNDS

CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2021	Total Debits	Total Credits	Ending Balance 10/24/2022
101	GENERAL FUND	1,679,052.75	15,623,232.39	15,448,499.81	1,853,785.33
201	BENZIE COUNTY ROAD COMMISSION	2,854,502.55	13,172,748.68	14,115,632.94	1,911,618.29
205	TNT OFFICER MILLAGE FUND	15,213.99	259,836.37	243,273.49	31,776.87
206	SHERIFF'S K-9 FUND	38,041.54	21,338.66	14,681.35	44,698.85
207	SHERIFF'S RESERVES FUND	11.64	0.00	0.00	11.64
208	SHERIFF'S DIVE TEAM FUND	1,207.98	0.00	0.00	1,207.98
209	SCHOOL RESOURCE OFFICER	100,375.89	233,284.25	213,179.19	120,480.95
211	D.A.R.E. FUND	0.00	0.00	0.00	0.00
212	BENZIE KIDS	4,616.66	965.00	0.00	5,581.66
213	JAIL OPERATIONS FUND	100,327.23	3,974,812.23	4,136,102.86	(60,963.40)
214	EMERGENCY MEDICAL SERVICES (EMS) FUN	1,028,098.91	4,361,494.45	4,376,615.46	1,012,977.90
215	FRIEND OF THE COURT FUND	88,019.34	10,246.37	5,395.00	92,870.71
216	SEASONAL ROAD PATROL FUND	36,291.71	44,694.45	38,764.85	42,221.31
217	SNOWMOBILE PATROL FUND	13,163.28	915.09	1,454.12	12,624.25
218	PARKS & REC - ICE RINK	2,791.69	1,500.00	0.00	4,291.69
219	AIRPORT AUTHORITY FUND	(13,316.89)	109,181.38	99,420.04	(3,555.55)
220	MARINE PATROL FUND	4,005.90	23,868.03	27,147.01	726.92
221	BENZIE-LEELANAU DIST HEALTH DEPT FUN	1,369,376.09	6,035,232.11	5,575,514.02	1,829,094.18
228	SOLID WASTE/RECYCLING FUND	240,347.22	668,937.01	692,697.24	216,586.99
230	BETSIE VALLEY TRAIL MANAGEMENT FUND	250.21	22,317.06	142,760.12	(120,192.85)
231	SOIL EROSION (SESSC) FUND	42,484.00	50,588.47	38,800.00	54,272.47
235	CDBG GRANTS	0.00	0.00	0.00	0.00
241	LAND BANK AUTHOITY FUND	147,797.11	19,711.40	7,347.76	160,160.75
243	BROWNFIELD REDEVELOPMENT AUTHORITY F	21,748.23	7,042.22	10,889.20	17,901.25
244	E.D.C. ENTERPRISE FUND	0.00	0.00	0.00	0.00
245	REMONUMENTATION/SURVEY GRANT FUND	21,360.77	45,651.80	44,049.40	22,963.17
246	GIS INFORMATION SYSTEM	9,911.28	0.00	0.00	9,911.28
247	ANIMAL CONTROL FUND	133,790.16	455,283.88	559,247.06	29,826.98
249	BUILDING DEPARTMENT FUND	124,693.64	790,622.48	743,803.20	171,512.92
256	REG OF DEEDS AUTOMATION FUND	114,875.35	75,069.87	69,404.00	120,541.22
258	HOMELAND SECURITY GRANTS	1,629.99	0.00	0.00	1,629.99
259	INDIGENT DEFENSE COUNSEL	23,456.04	205,035.75	227,997.50	494.29
260	CPL CLERK TECHNOLOGY FUND	64,951.03	14,305.79	3,119.04	76,137.78
261	911 EMERGENCY SERVICE FUND	360,592.50	1,612,064.87	1,625,209.76	347,447.61
262	DISPATCHER TRAINING FUND	10,692.21	17,242.16	17,752.32	10,182.05
263	LOCAL CORRECTION OFFICER'S TRAINING	6,679.94	11,470.00	15,650.00	2,499.94
264	SHERIFF FORFEITURE FUND	0.73	0.00	0.00	0.73
265	JUSTICE TRAINING (302) FUND	790.35	7,981.36	8,000.00	771.71
269	LAW LIBRARY FUND	822.13	45,024.13	41,923.34	3,922.92
276	COMMISSION ON AGING MILLAGE FUND	213,548.62	2,461,190.88	2,568,290.02	106,449.48
281	OPIOID SETTLEMENT FUND	0.00	0.00	0.00	0.00
282	CARES ACT	407,894.69	10,617.18	5,300.02	413,211.85
285	POINT BETSIE LIGHTHOUSE FUND	3,039.11	493,883.89	508,373.14	(11,450.14)
286	AMERICAN RESCUE PLAN ACT (ARPA) GRA	1,719,327.34	4,474,644.97	2,763,828.50	3,430,143.81
287	FAMILY COURT GRANTS	54,913.26	0.00	0.00	54,913.26
292	CHILD CARE FUND	101,668.49	275,568.34	307,343.64	69,893.19
293	VETERAN'S RELIEF FUND	72,032.12	253,760.88	284,179.90	41,613.10
295	VETERAN'S MEMORIAL FUND	22,637.64	2,816.71	3,913.42	21,540.93



CASH SUMMARY BY FUND FOR BENZIE COUNTY  
 FROM 10/01/2021 TO 10/24/2022

FUND: ALL FUNDS  
 CASH ACCOUNTS

Fund	Description	Beginning Balance 10/01/2021	Total Debits	Total Credits	Ending Balance 10/24/2022
296	JUVENILE JUSTICE FUND	(2,622.79)	30,890.04	31,859.52	(3,592.27)
310	GOVERNMENT CENTER ADDITION DEBT FUND	144,539.62	26,831.76	0.00	171,371.38
312	MAPLES DEBT/MILLAGE FUND	554,187.43	716,606.95	788,136.73	482,657.65
371	JAIL RESERVE FUND	0.00	0.00	0.00	0.00
401	CAPITAL IMPROVEMENT FUND	307,614.97	590,422.85	574,266.30	323,771.52
412	MCF RENOVATIONS FUND	68,112.97	0.00	68,112.97	0.00
415	RAILROAD POINT	10,798.55	5,960.00	0.00	16,758.55
425	EQUIPMENT REPLACEMENT FUND	69,557.42	109,483.11	92,646.00	86,394.53
512	MEDICAL CARE FACILITY FUND	3,408,917.35	13,652,765.44	12,579,570.07	4,482,112.72
516	DELINQUENT TAX REVOLVING FUND	4,955,795.16	4,015,664.99	3,992,065.30	4,979,394.85
532	TAX FORECLOSURE FUND	1,082,912.15	579,797.92	649,808.69	1,012,901.38
535	CDBG HOUSING GRANT FUND	74,333.54	106,512.72	155,606.80	25,239.46
569	BUILDING AUTHORITY	5,144.46	0.00	0.00	5,144.46
595	COMMISSARY/CONCESSION FUND-JAIL	4,545.28	3,626.50	6,467.07	1,704.71
616	TREASURER'S TAX ADMINISTRATION FUND	52,160.25	0.00	0.00	52,160.25
701	GENERAL AGENCY FUND	4,839,729.35	15,838,705.96	19,602,484.03	1,075,951.28
704	PAYROLL CLEARING FUND	106,919.34	5,206,765.74	5,068,615.04	245,070.04
721	LIBRARY PENAL FINE FUND	26,164.65	125,528.69	126,322.94	25,370.40
764	SHERIFF'S INMATE TRUST FUND	7,749.15	179,208.52	180,192.82	6,764.85
	TOTAL - ALL FUNDS	26,960,273.27	97,082,951.75	98,901,713.00	25,141,512.02

**BILLS TO BE APPROVED October 25th**

Motion to approve Vouchers in the amount of:

\$ 263,341.93 General Fund (101)

\$ 26,918.43 Jail Fund (213)

\$ 10,487.24 Ambulance Fund & ALS (214)

\$ 18,078.74 Funds 105-238

\$ 2,559.22 ACO Fund (247)

\$ 3,498.00 Building (249)

\$ 932.64 Dispatch 911 Fund (261)

\$ 132,646.94 Funds 239-292

\$ 3,684.81 Funds 293-640

\$ 28,747.16 701 Fund

\$ 1,400.36 Trust and Agency Funds & MSU Trust and Agency Fund (702-771)

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\$ 492,295.47

### Payable October 7 to Ocotber 20

DATE	FUND 101 GENERAL	FUND 213 JAIL	FUND 214 EMS	FUND 105-238	FUND 247 ACO	FUND 249 BUILDING	FUND 261 DISPATCH	FUND 239-292	FUND 293-690	FUND 701 TRUST/ AGENCY	FUND 702-771	TOTALS
10/13/2022	\$ 147,889.98	\$ 15,114.35	\$ 10,289.00	\$ 1,240.33	\$ 515.73	\$ -	\$ 747.52	\$ 106,905.23	\$ 1,705.11	\$ 27,940.21	\$ 1,400.36	\$ 313,747.82
10/20/2022	\$ 115,451.95	\$ 11,804.08	\$ 198.24	\$ 16,838.41	\$ 2,043.49	\$ 3,498.00	\$ 185.12	\$ 25,741.71	\$ 1,979.70	\$ 806.95		\$ 178,547.65
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<b>Totals</b>	<b>\$ 263,341.93</b>	<b>\$ 26,918.43</b>	<b>\$ 10,487.24</b>	<b>\$ 18,078.74</b>	<b>\$ 2,559.22</b>	<b>\$ 3,498.00</b>	<b>\$ 932.64</b>	<b>\$ 132,646.94</b>	<b>\$ 3,684.81</b>	<b>\$ 28,747.16</b>	<b>\$ 1,400.36</b>	<b>\$ 492,295.47</b>

206-K-9 Fund  
207-Sheriff Reserve's  
208-Dive Team  
209-Resourse Officer  
210-Benzie Kids  
211-D.A.R.E. Fund  
215-FOC

230-BVTMC  
232-Planning/Zoning  
235-CBDG  
238-EDC  
245-Remonumentation  
256-Reg of Deeds  
262-911-Training

269-Law Library  
270-Platte River Bridge  
271-Housing Grant  
276-Council on Aging  
285-Pt. Betsie Lighthouse  
292-Child Care Fund  
293-Soldiers Relief Fund

310-Gov't Ctr Addition-Debt  
315-Benzie Leelanau Health  
321-Jail Bond  
371-Jail Bldg Debt Millage  
425-Equipment Replace

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Fund 101 GENERAL FUND					
Dept 101 BOARD OF COMMISSIONERS					
101-101-721.00	PER DIEM	MARKEY, TIM	MILEAGE AND PER DIEM	18.75	87265
101-101-721.00	PER DIEM	WARSECKE, EVAN	MILEAGE FOR MEEETINGS	36.88	87289
Total For Dept 101 BOARD OF COMMISSIONERS				55.63	
Dept 131 CIRCUIT COURT					
101-131-802.00	TRANSCRIPTS	MARCIA TOMKIEWICZ	TRANSCRIPTS FILED IN SEPTEMBER 21,2022	51.70	87167
101-131-804.00	RECORDING SERVICES	MARCIA TOMKIEWICZ	RECORDING SERVICES FOR BENZIE COUNTY CI	90.00	87166
101-131-810.00	LEGAL FEES-22-3195-DL	DAUGHERTY, JOHN	COURT APPOINTED ATTY VARIOUS CASES FOR	586.14	87139
101-131-810.00	LEGAL FEES-22-3200-NA	DAVID G. GRUNST PC	COURT APPOINTED ATTY FROM JUNE-SEP	783.25	87140
101-131-813.00	PROBATION EXPENSES	JACKPINE BUSINESS CENTERS	DYMO LABELS AND SMD FOLDER	45.98	87159
101-131-813.00	PROBATION EXPENSES	WELLS FARGO VENDOR FIN SEP	PROBATION COPIER FEES FOR PERIOD OF 09/	67.52	87206
101-131-860.00	TRAVEL	HEINS, PATRICIA	MILEAGE REIMBURSEMENT FOR TRAVEL FROM M	94.50	87154
101-131-860.00	TRAVEL	QUAGLIA, VINCENT	COURT REPORT TRAVEL EXPENSE FOR 09.13.2	164.34	87183
101-131-967.00	PROJECT EXPENSES - DRUG COURT GR	BENZIE COUNTY SHERIFF OFF12	DRUG TESTS DONE BY BENZIE COUNTY JAI	8.00	87110
101-131-967.00	PROJECT EXPENSES - DRUG COURT GR	BENZIE COUNTY SHERIFF OFF13	DRUG TESTS DONE BY BENZIE COUNTY JAI	12.00	87111
101-131-967.00	PROJECT EXPENSES - DRUG COURT GR	BENZIE COUNTY SHERIFF OFF16	DRUG TESTS DONE BY BEZNIE COUNTY JAI	24.00	87112
101-131-967.00	PROJECT EXPENSES - DRUG COURT GR	BENZIE COUNTY SHERIFF OFF112	DRUG TESTS DONE BY BENZIE COUNTY JAI	48.00	87113
Total For Dept 131 CIRCUIT COURT				1,975.43	
Dept 136 DISTRICT COURT					
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1ENVELOPES ORDERED BACK IN MAY THAT WAS	69.99	87212
101-136-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES,	1PLANNERS FOR PROBATE COURT	17.97	87213
101-136-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	SIMPLE SEALS-OFFICE SUPPLIES	1,028.00	87252
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDITIONIN	BOTTLED WATER, DEPOSIT RETURN, AND DELI	45.50	87266
101-136-727.00	OFFICE SUPPLIES	MCCARDEL WATER CONDITIONIN	COOLER RENTAL	11.00	87267
101-136-727.00	OFFICE SUPPLIES	TARGET INFORMATION MANAGEM	OFFICE SUPPLIES-CARBOM FORMS	1,113.60	87280
101-136-805.10	PROBATE CT APPOINTTED ATTORNEY	SCHMELTZER & BOSTIC PLLC	DOLPH / SCHOOL-DRUDE	135.00	87189
101-136-805.10	PROBATE CT APPOINTTED ATTORNEY	KEHR, LINDA MOOREY	ATTY L WILSON	300.00	87255
101-136-805.10	PROBATE CT APPOINTTED ATTORNEY	KISH DYKSTRA & SCOTT	V FOSTER / H MASTER	150.00	87257
101-136-805.10	PROBATE CT APPOINTTED ATTORNEY	LAW OFFICES OF WESTFALL, IM	& M RICHARDS, MINORS	265.00	87260
101-136-805.10	PROBATE CT APPOINTTED ATTORNEY	SMITH & JOHNSON	G SMITH	185.00	87279
101-136-806.00	SCREENING FEES	OPEN DOOR ASSESSMENTS, LLC	CR 22-150-SD	75.00	87181
Total For Dept 136 DISTRICT COURT				3,396.06	
Dept 142 JUVENILE DIVISION					
101-142-727.00	OFFICE SUPPLIES	WELLS FARGO FINANCIAL LEAS	603-0236145-000 2022	79.90	87205
Total For Dept 142 JUVENILE DIVISION				79.90	
Dept 172 ADMINISTRATOR					
101-172-955.10	DUES & REGISTRATIONS	MICH ASSOC OF COUNTY ADMIN	MACAO 2022/23 ANNUAL MEMBERSHIP DUES	200.00	87169
101-172-963.00	COMPUTER SUPPORT	BS & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES FROM 11/01/	3,556.00	87226
Total For Dept 172 ADMINISTRATOR				3,756.00	
Dept 215 COUNTY CLERK					
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,	LI FILE FOLDERS	68.59	87177
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,	LI OFFICE SUPPLIES	108.74	87178
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,	LI OFFICE SUPPLIES	101.62	87179
101-215-727.00	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,	LI KEYBOARD & MOUSE	42.49	87180
101-215-860.00	TRAVEL	BOWERS, TAMMY	MILEAGE UCOA - CRYSTAL MOUNTAIN	13.13	87225
101-215-860.00	TRAVEL	KIM CHILDS	MILEAGE TO MPJRA CONFERENCE IN TRAVERSE	80.00	87256
101-215-963.00	COMPUTER SUPPORT	DEKETO	10/1/2022 TO 9/30/2023 SOFTWARE MAINTEN	4,500.00	87235
Total For Dept 215 COUNTY CLERK				4,914.57	

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Fund 101 GENERAL FUND					
Dept 253 COUNTY TREASURER					
101-253-727.00	OFFICE SUPPLIES	DES MOINES STAMP COMPANY	STAMP FOR TREASURERS OFFICE	36.90	87141
101-253-860.00	TRAVEL	LONG, KELLY	TRAVEL REIMBURSEMENT FOR BSA TRAINING	228.25	87262
101-253-955.00	CONVENTIONS & MEETINGS	MTA	2022 MTA TRAINING	159.50	87174
101-253-963.00	COMPUTER SUPPORT	BS & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES FROM 11/01/	7,137.00	87226
Total For Dept 253 COUNTY TREASURER				7,561.65	
Dept 257 EQUALIZATION DEPARTMENT					
101-257-727.00	OFFICE SUPPLIES	JACKPINE BUSINESS CENTERS	BRITE PAPER	179.40	87157
101-257-860.00	TRAVEL	LINDSAY, BRIANNE	MILEAGE FOR CLASS IN GAYLORD	137.50	87261
101-257-860.00	TRAVEL	TRISH PLONT	TRAVEL REIMBURSEMENT FOR MCAO CLASS IN	130.68	87286
101-257-963.00	COMPUTER SUPPORT	BS & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES FROM 11/01/	3,543.00	87226
Total For Dept 257 EQUALIZATION DEPARTMENT				3,990.58	
Dept 262 ELECTIONS					
101-262-860.00	TRAVEL	BOWERS, TAMMY	MILEAGE CRYSTAL LAKE TOWNSHIP	8.13	87223
101-262-860.00	TRAVEL	BOWERS, TAMMY	MILEAGE CRYSTAL LAKE TOWNSHIP	8.13	87224
101-262-905.00	PRINTING & PUBLISHING - SUPPLY K	ELECTION SOURCE	PRECINCT KITS	670.97	87242
Total For Dept 262 ELECTIONS				687.23	
Dept 265 BUILDING & GROUNDS					
101-265-750.00	MAINTENANCE SUPPLIES	JACKPINE BUSINESS CENTERS	WALL CALENDAR	26.99	87158
101-265-750.00	MAINTENANCE SUPPLIES	KSS	SOAP, TOWELS, LINERS	74.08	87163
101-265-750.00	MAINTENANCE SUPPLIES	NUGENT ACE HARDWARE	FLAG NYLON	79.99	87176
101-265-750.00	MAINTENANCE SUPPLIES	JACKPINE BUSINESS CENTERS	DESK CALENDAR	19.97	87251
101-265-820.00	SNOW REMOVAL	KSS	PALLET OF ICE MELT	628.10	87162
101-265-821.00	GARBAGE DISPOSAL	GFL ENVIRONMENTAL	WASTE MANAGEMENT FOR MAIN BUILDING ACCT#	300.76	87148
101-265-821.00	GARBAGE DISPOSAL	GFL ENVIRONMENTAL	WASTE MANAGEMENT FOR SHERRIF DEPT ACCT#	36.72	87149
101-265-850.00	TELEPHONE	CENTURYLINK	LOCKBOX & USAGE CHARGES FOR ACCY# 30343	44.08	87124
101-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER AND SEWER USAGE FROM JUNE 30 TO C	1,021.67	87204
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	DTE ENERGY FUEL - NATURAL GAS	346.62	87239
101-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NATURAL GAS SHERIFF'S OFFICE	352.15	87240
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	MAIN BUILDING ELECTRIC FOR SERVICE DATE	4,587.22	87132
101-265-924.00	ELECTRIC	CONSUMERS ENERGY	OCTOBER ENERGY BILL FOR GARAGE SERVICE	48.85	87233
101-265-935.00	BUILDING REPAIRS	BLUE WATER ELECTRIC	REPLACE PARKING LOT LIGHT, REPLACE BATF	1,240.00	87221
101-265-935.00	BUILDING REPAIRS	TKS SECURITY	CAMERA SERVICE FOR VA AND SOUTH GOV HAI	810.00	87284
101-265-935.00	BUILDING REPAIRS	TKS SECURITY	SERVER NOT WORKING IDENTIFIED	450.00	87285
Total For Dept 265 BUILDING & GROUNDS				10,067.20	
Dept 266 LEGAL & CONTRACTED SERVICES					
101-266-810.00	LEGAL FEES	COHL, STOKER, TOSKEY, P.C.	LEGAL PROFESSIONAL SERVICES RENDERED	7,049.07	87232
101-266-815.00	AUDITORS	MANER COSTERISAN	PLANNING / AUDIT FIELDWORK YR END 9/30/	4,800.00	87264
Total For Dept 266 LEGAL & CONTRACTED SERVICES				11,849.07	
Dept 285 CENTRAL SERVICES					
101-285-730.00	POSTAGE	AUTOMATED BUSINESS EQUIPME	BOX OF POSTAGE MACHINE LABLES WITH SHIE	48.45	87106
101-285-730.00	POSTAGE	XPRT FULFILLMENT	PRINTING / MAILING DLQ TAXES	296.56	87207
101-285-730.00	POSTAGE	U.S. POSTAL SERVICES (CMR	METER CIN #106000933130 OCTOBER POSTAGE	2,500.00	87287
101-285-800.00	CONTRACTED SERVICES	MILLENNIA TECHNOLOGIES	SERVICE TICKET, NO INCOMING CALLS	123.75	87269
101-285-940.20	EQUIPMENT LEASE	APPLIED INNOVATION	SUM OF EQUIPMENT BASE CHARGES	48.28	87105
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP, INC.	CUSTOMER #40023293 CONTRACT PAYMENT	122.00	87197
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP, INC.	CUSTOMER#40027957 CONTRACT PAYMENT FOR	120.97	87198
101-285-940.20	EQUIPMENT LEASE	TEAM FINANCIAL GROUP, INC.	CONTRACT 40032368-1 FOR CUSTOMER #40032	375.75	87281

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Fund 101 GENERAL FUND					
Dept 285 CENTRAL SERVICES					
		Total For Dept 285 CENTRAL SERVICES		3,635.76	
Dept 286 TECHNOLOGY SUPPORT					
101-286-963.00	COMPUTER SUPPORT	BS & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES FROM 11/01/	1,486.00	87226
		Total For Dept 286 TECHNOLOGY SUPPORT		1,486.00	
Dept 301 SHERIFF					
101-301-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, ISRO EQUIP/OFF SUPP ROAD AND JAIL		86.08	87102
101-301-748.00	GAS, OIL & GREASE	THIRLBY AUTOMOTIVE - SHERIFF	18-3 AIR FILTER	24.04	87199
101-301-748.00	GAS, OIL & GREASE	XPRESS LUBE	18-3 OIL CHANGE	61.85	87209
101-301-748.00	GAS, OIL & GREASE	WEX BANK	0496-00-471994-4 BCSO - FUEL	332.45	87291
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	14-1 TIRES 95937 MILES	660.72	87108
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	17-3, 18-2, 1SET STOCK CHARGER - TIRES	1,976.28	87109
101-301-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	17 RAM TIRE SWAP	40.00	87218
101-301-800.00	CONTRACTED SERVICES	LEXISNEXIS CLAIMS SOLUTION	ECITATION SUPPORT 09012022 TO 08312023	1,431.00	87165
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	BLOOD DRAW MG 09212022	75.00	87135
101-301-835.10	BLOOD RESTITUTIONS	COUNTY OF BENZIE	BLLOD DRAW 09142022 KH	75.00	87136
101-301-956.00	EMPLOYEE PHYSICALS	MUNSON WALK IN CLINIC	PRE EMPLOY PHYS & DRUG SCREEN MM	160.00	87270
101-301-961.00	TRAINING & SCHOOLS	LEXIPOL	POLICEONE ACADEMY	680.00	87164
		Total For Dept 301 SHERIFF		5,602.42	
Dept 333 SECONDARY ROAD PATROL					
101-333-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPANY	LIFE, SHORT TERM, ADN LONG TERM INSURANCE	38.58	87192
		Total For Dept 333 SECONDARY ROAD PATROL		38.58	
Dept 426 EMERGENCY MANAGEMENT					
101-426-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPANY	LIFE, SHORT TERM, ADN LONG TERM INSURANCE	20.05	87192
101-426-860.00	TRAVEL	HUBERS, REBECCA	R HUBERS - EM TRAVEL EXPENSE REIMBURSE	124.02	87250
101-426-961.00	TRAINING & SCHOOLS	HUBERS, REBECCA	R HUBERS - EM TRAVEL EXPENSE REIMBURSE	180.25	87250
101-426-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, I	ID CARD LANYARDS FOR GOV CENTER EMPLOYEE	133.84	87100
		Total For Dept 426 EMERGENCY MANAGEMENT		458.16	
Dept 601 HEALTH DEPARTMENT					
101-601-836.00	APPROPRIATIONS	BENZIE LEELANAU HEALTH DEPT	3RD AND 4TH QTR FY 2021/22 APPROPRIATIONS	127,624.00	87116
		Total For Dept 601 HEALTH DEPARTMENT		127,624.00	
Dept 648 MEDICAL EXAMINER					
101-648-970.00	EQUIPMENT- MEDICAL EXAMINER	STERICYCLE, INC.	SITE 002: BENZIE COUNTY EMS, STERI-SAFE	525.00	87196
		Total For Dept 648 MEDICAL EXAMINER		525.00	
Dept 649 MENTAL HEALTH					
101-649-800.00	CONTRACTED SERVICES	CENTRA WELLNESS NETWORK	FY23 JAIL SERVICES CONTRACT	62,224.00	87230
101-649-836.00	APPROPRIATIONS	CENTRA WELLNESS NETWORK	MONTHLY APPROPRIATIONS OCT 22	9,534.59	87229
		Total For Dept 649 MENTAL HEALTH		71,758.59	
Dept 851 INSURANCE & BONDS					
101-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPANY	LIFE, SHORT TERM, ADN LONG TERM INSURANCE	181.84	87192
		Total For Dept 851 INSURANCE & BONDS		181.84	
Dept 852 MEDICAL INSURANCE					
101-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF BENZIE COUNTY	MI2373C9/007016437/0005	2,417.91	87118
101-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPANY	LIFE, SHORT TERM, ADN LONG TERM INSURANCE	1,280.35	87192
		Total For Dept 852 MEDICAL INSURANCE		3,698.26	

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Fund 101 GENERAL FUND					
		Total For Fund 101 GENERAL FUND		263,341.93	
Fund 205 TNT OFFICER MILLAGE FUND					
Dept 000					
205-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	38.58	87192
		Total For Dept 000		38.58	
		Total For Fund 205 TNT OFFICER MILLAGE FUND		38.58	
Fund 209 SCHOOL RESOURCE OFFICER					
Dept 000					
209-000-725.00	FRINGE BENEFITS	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	36.65	87192
209-000-749.00	VEHICLE REPAIRS	GRAND TRAVERSE MOBILE COMM	20-1 FUSE FIX	204.75	87249
209-000-751.00	UNIFORMS	AMAZON CAPITAL SERVICES, I	UNIFORMS - SRO	103.64	87104
209-000-970.00	EQUIPMENT	AMAZON CAPITAL SERVICES, I	SRO EQUIP/OFF SUPP ROAD AND JAIL	40.00	87102
209-000-970.00	EQUIPMENT	CMP DISTRIBUTORS	SRO VEST - MAUL	988.00	87129
		Total For Dept 000		1,373.04	
		Total For Fund 209 SCHOOL RESOURCE OFFICER		1,373.04	
Fund 213 JAIL OPERATIONS FUND					
Dept 265 BUILDING & GROUNDS					
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, I	JAIL MAINT SUPP	290.06	87101
213-265-782.00	MAINTENANCE SUPPLIES	AMAZON CAPITAL SERVICES, I	REPLACEMENT POWER CORD - VACUUM	10.49	87214
213-265-782.00	MAINTENANCE SUPPLIES	KSS	ICE MELT FOR JAIL	1,266.15	87258
213-265-783.00	EQUIP. SERVICES & SUPPLIES	KSS	SOAP, TOWELS, LINERS	385.99	87163
213-265-784.00	GARBAGE PICK-UP	GFL ENVIRONMENTAL	WASTE MANAGEMENT FOR SHERRIF DEPT ACCT#	89.90	87149
213-265-853.00	CELLULAR PHONES	AMAZON CAPITAL SERVICES, I	JAIL SGT PHONE CASE/PROTECTOR	33.86	87103
213-265-853.00	CELLULAR PHONES	AMAZON CAPITAL SERVICES, I	JAIL PHONE CHARGING BLOCK	17.98	87216
213-265-922.00	WATER & SEWER	VILLAGE OF BEULAH	WATER AND SEWER COSTS FOR COUNTY JAIL.	4,483.73	87203
213-265-923.00	FUEL - NATURAL GAS	DTE ENERGY	NATURAL GAS SHERIFF'S OFFICE	862.09	87240
213-265-924.00	ELECTRIC	CONSUMERS ENERGY	ELECTRIC FOR SERVICE DATES 09.07.22-10.	3,009.25	87133
213-265-935.00	JAIL REPAIRS	HOBART SALES & SERVICE	DISHWASHER FIX	506.34	87155
213-265-935.00	JAIL REPAIRS	KYLE'S WELDING AND FABRIC	GREASE TRAP ENCLOSURE - JAIL KITCHEN	1,750.00	87259
213-265-935.00	JAIL REPAIRS	TKS SECURITY	B10 AND B11 CAMERAS REMOVAL AND REPLACE	1,160.00	87283
		Total For Dept 265 BUILDING & GROUNDS		13,865.84	
Dept 351 JAIL - CORRECTIONS					
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	SRO EQUIP/OFF SUPP ROAD AND JAIL	55.34	87102
213-351-727.00	OFFICE SUPPLIES	AMAZON CAPITAL SERVICES, I	DESK LAMP/HANGING WALL FILE = JAIL	91.57	87215
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES 10/02 TO 10/08/2022 JAIL	1,687.95	87227
213-351-740.00	FOOD SUPPLIES	CANTEEN SERVICES	FOOD SUPPLIES	1,678.43	87228
213-351-742.00	KITCHEN SUPPLIES	FEDERAL SUPPLY USA	DISHWASHER RACKS X5	197.09	87245
213-351-748.00	GAS, OIL & GREASE	WEX BANK	0496-00-471994-4 BCSO - FUEL	57.33	87291
213-351-749.00	VEHICLE REPAIRS	BAYSHORE TIRE & AUTO	17 DODGE CARAVAN TIRES	621.64	87107
213-351-834.00	PRISONER MEDICAL - BENZIE CO	CORRECTIONAL RECOVERY	CLAIMS BALANCE AND CR FEES	4,811.77	87134
213-351-834.00	PRISONER MEDICAL - BENZIE CO	FASPSYCH, LLC	SEPT 16-30 2022 FFS MD	375.00	87143
213-351-961.00	TRAINING & SCHOOLS	LEXIPOL	POLICEONE ACADEMY	1,680.00	87164
213-351-961.00	TRAINING & SCHOOLS	WEST SHORE COMMUNITY COLLE	2 FALL CORRECTIONS ACADEMY	3,025.00	87290
		Total For Dept 351 JAIL - CORRECTIONS		14,281.12	
Dept 851 INSURANCE & BONDS					
213-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	56.00	87192
		Total For Dept 851 INSURANCE & BONDS		56.00	



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Fund 213 JAIL OPERATIONS FUND					
Dept 852 MEDICAL INSURANCE					
213-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF BENZIE COUNTY MI2373C9/007016437/0005		(1,791.04)	87118
213-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	506.51	87192
Total For Dept 852 MEDICAL INSURANCE				(1,284.53)	
Total For Fund 213 JAIL OPERATIONS FUND				26,918.43	
Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUND					
Dept 265 BUILDING & GROUNDS					
214-265-750.00	MAINTENANCE SUPPLIES	FRANKFORT HARDWARE	STATION CLEANING SUPPLIES	35.53	87147
214-265-750.00	MAINTENANCE SUPPLIES	MI PEST	ST 2 PEST CONTROL	66.00	87168
214-265-850.01	INTERNET SERVICE	CHARTER COMMUNICATIONS	ST 3 INTERNET AND CABLE	289.09	87125
214-265-853.00	CELLULAR PHONES	VERIZON WIRELESS	VERIZON BILL FOR SUMMARY BILL OF 09-02-	141.39	87202
214-265-922.00	WATER & SEWER	CITY OF FRANKFORT	ST 3 WATER AND SEWER	66.68	87128
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	DTE ENERGY FUEL - PROPANE GAS	57.52	87236
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	DTE ENERGY FUEL - PROPANE GAS	90.57	87237
214-265-923.00	FUEL - PROPANE GAS	DTE ENERGY	DTE ENERGY FUEL - PROPANE GAS	50.15	87238
214-265-924.00	ELECTRIC	CHERRYLAND ELECTRIC	ST 2 ELECTRICITY	200.01	87126
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	ACCT#1000 1354 3937 FOR STATION 3 GARAG	59.27	87130
214-265-924.00	ELECTRIC	CONSUMERS ENERGY	STATION 3 ELECTRIC FOR SERVICE DATES 09	175.06	87131
Total For Dept 265 BUILDING & GROUNDS				1,231.27	
Dept 655 ADVANCED LIFE SUPPORT (ALS)					
214-655-735.00	MEDICAL SUPPLIES	BOUND TREE MEDICAL, LLC	MED SUPPLIES	456.40	87121
214-655-735.10	MEDICAL SUPPLIES - GAS	AIRGAS	OXYGEN	62.30	87098
214-655-749.00	VEHICLE REPAIRS	DA DESIGNS	A31 LETTERING	210.00	87138
214-655-749.00	VEHICLE REPAIRS	XPRESS LUBE	A23 OIL CHANGE	100.90	87208
214-655-751.00	UNIFORMS	DA DESIGNS	T SHIRTS	1,038.00	87137
214-655-800.01	CONTRACTED SERVICES - BILLING	FIRE RECOVERY EMS	SEPTEMBER INVOICE	6,668.83	87146
Total For Dept 655 ADVANCED LIFE SUPPORT (ALS)				8,536.43	
Dept 851 INSURANCE & BONDS					
214-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	56.00	87192
Total For Dept 851 INSURANCE & BONDS				56.00	
Dept 852 MEDICAL INSURANCE					
214-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF BENZIE COUNTY MI2373C9/007016437/00008		20.35	87119
214-852-717.00	MEDICAL/DENTAL/VISION INSURANCE	BLUE CROSS BLUE SHIELD OF BENZIE COUNTY MI2373C9/07016437/00009		107.10	87120
214-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	536.09	87192
Total For Dept 852 MEDICAL INSURANCE				663.54	
Total For Fund 214 EMERGENCY MEDICAL SERVICES (EMS) FUN				10,487.24	
Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 000					
228-000-800.00	CONTRACTED SERVICES	GFL ENVIRONMENTAL	RECYCLE SERVICES FOR SEPTEMBER 2022	16,446.16	87246
228-000-900.00	PUBLIC RELATIONS-PRINTG/PUBLISHN	BENZIE TRANSPORTATION AUTH	BUS ADVERTISING	187.50	87219
Total For Dept 000				16,633.66	
Dept 851 INSURANCE & BONDS					
228-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	3.50	87192
Total For Dept 851 INSURANCE & BONDS				3.50	
Dept 852 MEDICAL INSURANCE					
228-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	29.96	87192

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Fund 228 SOLID WASTE/RECYCLING FUND					
Dept 852 MEDICAL INSURANCE					
		Total For Dept 852 MEDICAL INSURANCE		29.96	
		Total For Fund 228 SOLID WASTE/RECYCLING FUND		16,667.12	
Fund 247 ANIMAL CONTROL FUND					
Dept 265 BUILDING & GROUNDS					
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	ANIMAL CONTROL ELECTRIC FOR SEPTEMBER	49.80	87142
247-265-924.00	ELECTRIC & HEATING	CONSUMERS ENERGY	OCTOBER ELECTRIC USE FOR SERVICE DATES	261.00	87234
247-265-924.00	ELECTRIC & HEATING	DTE ENERGY	GAS BILL FOR SEPT	137.74	87241
247-265-935.00	BUILDING REPAIRS	GLEN LAKE ELECTRIC IN	REWIRE OF SWITCH AND FAN	568.00	87248
		Total For Dept 265 BUILDING & GROUNDS		1,016.54	
Dept 430 ANIMAL CONTROL					
247-430-748.00	GAS, OIL & GREASE	EXPRESS LUBE & TIRE SERVI	(2015 RAM OIL CHANGE	50.81	87244
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	MIBCA-227 NEUTER AND VACC/ SAIMESE CAT	218.02	87272
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	I CLAVAMOX TAB FOR AXLE	4.00	87273
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	MIBCA-208	1.87	87274
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	MIBCA-49 NEUTER/ EUTH FOR AGGRESSIVE DC	536.05	87275
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	I 59-21C PARASITE EXAM AND REVOLUTION/ CI	167.11	87276
247-430-835.20	VET & DRUG FEES	PLATTE LAKE VETERINARY CL	I REVOLUTION FOR KITTENS	78.64	87277
247-430-945.20	DISPOSALS & BURIALS	GFL ENVIRONMENTAL	WASTE MANAGEMENT	20.25	87247
247-430-963.00	COMPUTER SUPPORT	I.T. RIGHT- VC3	PANASONIC DESKTOP DOCK FOR NOTEBOOK-ADF	400.00	87156
		Total For Dept 430 ANIMAL CONTROL		1,476.75	
Dept 851 INSURANCE & BONDS					
247-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	I LIFE, SHORT TERM, ADN LONG TERM INSURNF	7.00	87192
		Total For Dept 851 INSURANCE & BONDS		7.00	
Dept 852 MEDICAL INSURANCE					
247-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN	I LIFE, SHORT TERM, ADN LONG TERM INSURNF	58.93	87192
		Total For Dept 852 MEDICAL INSURANCE		58.93	
		Total For Fund 247 ANIMAL CONTROL FUND		2,559.22	
Fund 249 BUILDING DEPARTMENT FUND					
Dept 371 BUILDING INSPECTOR					
249-371-963.00	COMPUTER SUPPORT	BS & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES FROM 11/01/	3,498.00	87226
		Total For Dept 371 BUILDING INSPECTOR		3,498.00	
		Total For Fund 249 BUILDING DEPARTMENT FUND		3,498.00	
Fund 261 911 EMERGENCY SERVICE FUND					
Dept 325 DISPATCH/COMMUNICATION					
261-325-830.00	911 MAINTENANCE CONTRACT	PRIORITY DISPATCH CORP	MPDS BACKUP CARD SET LICENSE 11/15/22 -	49.00	87182
261-325-930.00	EQUIPMENT REPAIR	GRAND TRAVERSE MOBILE COMM	RADIO REPAIRS FOR BC SO UNTIS	336.50	87152
261-325-954.10	RENT	GFL ENVIRONMENTAL	WASTE MANAGEMENT FOR SHERRIF DEPT ACCT#	2.09	87149
261-325-954.10	RENT	KSS	SOAP, TOWELS, LINERS	4.21	87163
261-325-954.10	RENT	DTE ENERGY	NATURAL GAS SHERIFF'S OFFICE	19.99	87240
		Total For Dept 325 DISPATCH/COMMUNICATION		411.79	
Dept 851 INSURANCE & BONDS					
261-851-725.06	LIFE INSURANCE	STANDARD INSURANCE COMPAN	I LIFE, SHORT TERM, ADN LONG TERM INSURNF	26.24	87192
		Total For Dept 851 INSURANCE & BONDS		26.24	

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Fund 261 911 EMERGENCY SERVICE FUND					
Dept 852 MEDICAL INSURANCE					
261-852-718.00	SHORT/LONG TERM DISABILITY	STANDARD INSURANCE COMPAN\	LIFE, SHORT TERM, ADN LONG TERM INSURNF	235.68	87192
Total For Dept 852 MEDICAL INSURANCE				235.68	
Dept 966 TRANSFER OUT					
261-966-999.00	CONTINGENCY	VERIZON WIRELESS	VERIZON BILL FOR SUMMARY BILL OF 09-02-	93.80	87202
261-966-999.00	CONTINGENCY	MILLENNIA TECHNOLOGIES	SERVICE TICKET 101336 TO ASSIST WITH CF	123.75	87268
261-966-999.00	CONTINGENCY	VERIZON WIRELESS	VERIZON FOR BILL SUMMARY 09-02-22 THRU	41.38	87288
Total For Dept 966 TRANSFER OUT				258.93	
Total For Fund 261 911 EMERGENCY SERVICE FUND				932.64	
Fund 262 DISPATCHER TRAINING FUND					
Dept 000					
262-000-961.00	TRAINING & SCHOOLS	ELLIE MAGNAN	MAGNAN - TRAINING MEALS ADVANCE - ONE	175.00	87243
262-000-961.00	TRAINING & SCHOOLS	JANET ENGLER	TRAVEL REIMBURSE - MILEAGE FOR SNC DIS	219.96	87253
262-000-961.00	TRAINING & SCHOOLS	MACNLOW ASSOCIATES	COURSE FEE BASIC 40 DISPATCH TRAINING >	1,398.00	87263
Total For Dept 000				1,792.96	
Total For Fund 262 DISPATCHER TRAINING FUND				1,792.96	
Fund 265 JUSTICE TRAINING (302) FUND					
Dept 000					
265-000-967.00	PROJECT EXPENSES	LEXIPOL	POLICEONE ACADEMY	1,000.00	87164
Total For Dept 000				1,000.00	
Total For Fund 265 JUSTICE TRAINING (302) FUND				1,000.00	
Fund 269 LAW LIBRARY FUND					
Dept 000					
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	WESTLAW DATABASE FOR SEPTEMBER 2022	248.94	87200
269-000-901.00	RESOURCE MATERIALS	THOMSON REUTERS - WEST	OCTOBER 2022 WEST COMPLETE LIBRARY BOOF	934.12	87201
Total For Dept 000				1,183.06	
Total For Fund 269 LAW LIBRARY FUND				1,183.06	
Fund 276 COMMISSION ON AGING MILLAGE FUND					
Dept 000					
276-000-800.00	CONTRACTED SERVICES	BENZIE SENIOR RESOURCES	MNTHLY PYMT FOR CONTRACTED SERVICES FOF	102,577.17	87117
Total For Dept 000				102,577.17	
Total For Fund 276 COMMISSION ON AGING MILLAGE FUND				102,577.17	
Fund 285 POINT BETSIE LIGHTHOUSE FUND					
Dept 808 5.1 M STATE GRANT					
285-808-800.00	CONTRACTED SERVICES - ENGINEERIN	BARR ENGINEERING CO.	POINT BETSIE SHORELINE PROTECTION SYSTE	14,489.25	87217
Total For Dept 808 5.1 M STATE GRANT				14,489.25	
Total For Fund 285 POINT BETSIE LIGHTHOUSE FUND				14,489.25	
Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT					
Dept 000					
286-000-967.00	PROJECT EXPENSES	TKS SECURITY	1/2 OF THE BCSO DOOR PROJECT	9,459.50	87282
Total For Dept 000				9,459.50	

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Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GRANT		Total For Fund 286 AMERICAN RESCUE PLAN ACT (ARPA) GR		9,459.50	
Fund 292 CHILD CARE FUND					
Dept 000					
292-000-840.70	INSTITUTIONAL ROOM & BOARD	48TH CIRCUIT COURT FAMILY YOUTH HOME INVOICE FROM 09/1/22-09/14/2		2,145.00	87096
		Total For Dept 000		2,145.00	
		Total For Fund 292 CHILD CARE FUND		2,145.00	
Fund 293 VETERAN'S RELIEF FUND					
Dept 000					
293-000-721.00	PER DIEM	BURCH, TYSON	VA PER DIEM	40.00	87123
293-000-721.00	PER DIEM	FENDER, GARY	VA PER DIEM	40.00	87145
293-000-721.00	PER DIEM	GIDDIS, KIRT	VA PER DIEM	40.00	87151
293-000-721.00	PER DIEM	KOWALSKI, ED	VA PER DIEM	40.00	87161
293-000-721.00	PER DIEM	SCHAFFER, DONALD E.	VA PER DIEM	40.00	87188
293-000-839.00	VETERANS BURIALS & MARKERS	JUDITH MEHOLIC	VETERANS BURIAL BENEFITS - ANDREW JOSEF	300.00	87254
293-000-860.00	TRAVEL	BURCH, TYSON	VA MILAGE	21.13	87122
293-000-860.00	TRAVEL	FENDER, GARY	VA MILEAGE	3.75	87144
293-000-860.00	TRAVEL	GIDDIS, KIRT	VA MILEAGE	19.88	87150
293-000-860.00	TRAVEL	KOWALSKI, ED	VA MILEAGE	3.75	87160
293-000-860.00	TRAVEL	ROELOFS, ROBERT	VA MILEAGE	26.25	87184
293-000-860.00	TRAVEL	SCHAFFER, DONALD E.	VA MILEAGE	2.75	87187
293-000-900.00	PRINTING & PUBLISHING	MIDWESTERN BROADCASTING CO	VA ADVERTISING	1,260.00	87173
293-000-970.00	EQUIPMENT	TKS SECURITY	CAMERA SERVICE FOR VA AND SOUTH GOV HAI	615.00	87284
		Total For Dept 000		2,452.51	
		Total For Fund 293 VETERAN'S RELIEF FUND		2,452.51	
Fund 425 EQUIPMENT REPLACEMENT FUND					
Dept 301 SHERIFF					
425-301-749.00	PATROL CAR EXPENSES	MICHIGAN SHERIFFS ASSOCIAT	22-1 SHERIFF DECAL AND SHIPPING & HANDI	167.60	87171
		Total For Dept 301 SHERIFF		167.60	
Dept 426 EMERGENCY MANAGEMENT					
425-426-967.02	PROJECT EXPENSES - CERT	BOUND TREE MEDICAL, LLC	ALSO 84725465 - FIRST AID SUPPLIES FROM	1,064.70	87222
		Total For Dept 426 EMERGENCY MANAGEMENT		1,064.70	
		Total For Fund 425 EQUIPMENT REPLACEMENT FUND		1,232.30	
Fund 701 GENERAL AGENCY FUND					
Dept 136 DISTRICT COURT					
701-136-214.01	DUE TO SHERIFF'S DEPT - OWI REIM	BENZIE COUNTY SHERIFF OFFI	SEPTEMBER 2022 OWI REIMBURSEMENT	890.30	87114
701-136-228.20	DUE STATE - DNR JUDGEMENT FEES	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	100.00	87194
701-136-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	2,556.00	87194
701-136-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	80.00	87194
701-136-228.47	DUE STATE - OWI REIMBURSEMENT	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	100.00	87194
701-136-228.56	DUE STATE - EFILING FEE DIST CO	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	335.00	87194
701-136-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	1,318.00	87194
701-136-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	7,185.00	87194
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI	BOND TRANSFER: TIFFANY KAY DAVIS	500.00	87093
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI	BOND TRANSFER: CHRISTOPHER G HALL	2,000.00	87094
701-136-265.00	CASH BONDS PAYABLE	19TH CIRCUIT COURT - BENZI	BOND TRANSFER: JEFFREY JAMES POSTEMA	2,000.00	87095
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED / COSTS	1,600.00	87097
701-136-265.00	CASH BONDS PAYABLE	SHAWNOSKEY, CASEY	BOND RETURN	200.00	87190

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Fund 701 GENERAL AGENCY FUND					
Dept 136 DISTRICT COURT					
701-136-265.00	CASH BONDS PAYABLE	85TH DISTRICT COURT	BOND APPLIED/COSTS	150.00	87210
701-136-265.00	CASH BONDS PAYABLE	OWEN, MEGAN	BOND RETURN	500.00	87271
701-136-265.00	CASH BONDS PAYABLE	SHADWICK, RICHARD	BOND RETURNED	100.00	87278
Total For Dept 136 DISTRICT COURT				19,614.30	
Dept 148 PROBATE COURT					
701-148-228.06	DUE STATE - SHARED FEES	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	1,770.28	87193
701-148-228.42	DUE STATE - GENERAL FEES	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	115.00	87193
701-148-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	200.00	87193
701-148-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	SEPTEMBER 2022 FEE TRANSMITTAL	1,200.00	87193
Total For Dept 148 PROBATE COURT				3,285.28	
Dept 215 COUNTY CLERK					
701-215-228.05	DUE STATE - NOTARY FEES	MICHIGAN DEPARTMENT OF STATE	NOTARY FEE TRANSMITTAL	8.00	87170
701-215-228.37	DUE STATE - CRIME VICTIM RIGHTS	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	346.50	87195
701-215-228.42	DUE STATE - STATE COURT - MOTION	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	180.00	87195
701-215-228.56	DUE STATE - EFILING FEE	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	225.00	87195
701-215-228.57	DUE STATE - STATE JURY FEES	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	25.00	87195
701-215-228.58	DUE STATE - CIVIL FILING FEES	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	1,071.00	87195
701-215-228.59	DUE STATE - JUSTICE SYSTEM FUND	STATE OF MICHIGAN	CIRCUIT COURT FEE TRANSMITTAL	86.00	87195
701-215-265.00	CASH BONDS PAYABLE	SAM E. ESSE III	BOND MONEY RETURNED FOR MISTY BRANCH	90.00	87185
701-215-265.00	CASH BONDS PAYABLE	SAM E. ESSE III	BOND MONEY RETURNED FOR MISTY BRANCH	900.00	87186
701-215-271.00	RESTITUTIONS PAYABLE	ALAN GRAY	RESTITUTION FROM BRANDON PIPER	25.00	87099
701-215-271.00	RESTITUTIONS PAYABLE	BENZIE COUNTY SHERIFF OFFICE	RESTITUTION FROM JOSHUA MCCLURE	30.00	87115
701-215-271.00	RESTITUTIONS PAYABLE	CHRISTINA GUNDERSON	RESTITUTION FROM LUCAS BRIGHT	20.00	87127
701-215-271.00	RESTITUTIONS PAYABLE	HARTFORD CENTRAL RECOVERY	RESTITUTION FROM JONATHAN DEGROOTE	241.77	87153
701-215-271.00	RESTITUTIONS PAYABLE	NORMALEE HUDDLESTON	RESTITUTION FROM GREGORY DALMAN JR.	39.00	87175
701-215-271.00	RESTITUTIONS PAYABLE	ALAN GRAY	RESTITUTION FROM ALAN GRAY	25.00	87211
701-215-271.00	RESTITUTIONS PAYABLE	CHRISTINA GUNDERSON	RESTITUTION FROM L BRIGHT	10.00	87231
701-215-271.10	FAMILY DIVISION RESTITUTIONS	BLARNEY CASTLE OIL COMPANY	RESTITUTION FROM N HOOK	21.95	87220
Total For Dept 215 COUNTY CLERK				3,344.22	
Dept 253 COUNTY TREASURER					
701-253-274.19	APPEALS/CHARGEBACKS/REFUNDS	STACY SEVEGNEY	PRE ADJ 2019/2020/2021 04-501-032-00	1,597.11	87191
Total For Dept 253 COUNTY TREASURER				1,597.11	
Dept 301 SHERIFF					
701-301-228.16	DUE STATE - FINGER PRINT FEES	MICHIGAN STATE POLICE - C/LIVESCAN	FP SEPTEMBER 2022	906.25	87172
Total For Dept 301 SHERIFF				906.25	
Total For Fund 701 GENERAL AGENCY FUND				28,747.16	
Fund 704 PAYROLL CLEARING FUND					
Dept 000					
704-000-231.11	INSURANCE CO-PAY	STANDARD INSURANCE COMPANY	LIFE, SHORT TERM, ADN LONG TERM INSURANCE	1,400.36	87192
Total For Dept 000				1,400.36	
Total For Fund 704 PAYROLL CLEARING FUND				1,400.36	

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Fund Totals:

Fund 101 GENERAL FUND	263,341.93
Fund 205 TNT OFFICER MII	38.58
Fund 209 SCHOOL RESOURCE	1,373.04
Fund 213 JAIL OPERATIONS	26,918.43
Fund 214 EMERGENCY MEDIC	10,487.24
Fund 228 SOLID WASTE/REC	16,667.12
Fund 247 ANIMAL CONTROL	2,559.22
Fund 249 BUILDING DEPAR	3,498.00
Fund 261 911 EMERGENCY S	932.64
Fund 262 DISPATCHER TRAI	1,792.96
Fund 265 JUSTICE TRAININ	1,000.00
Fund 269 LAW LIBRARY FUN	1,183.06
Fund 276 COMMISSION ON P	102,577.17
Fund 285 POINT BETSIE LI	14,489.25
Fund 286 AMERICAN RESCUE	9,459.50
Fund 292 CHILD CARE FUNI	2,145.00
Fund 293 VETERAN'S RELIEF	2,452.51
Fund 425 EQUIPMENT REPL	1,232.30
Fund 701 GENERAL AGENCY	28,747.16
Fund 704 PAYROLL CLEARIN	1,400.36

Total For All Funds:	492,295.47
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# Elected Officials And Department Heads

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# Benzie County Office of Emergency Management

## Emergency Management Activities

for the months of September - October 2022

### 1. **Region 7 Homeland Security Planning Board Meeting**

The Region 7 Homeland Security Board meets on the first Thursday of every month. We have large projects to complete in each community in regard to Critical Infrastructure identification and Cybersecurity inventory. I attended the Michigan Emergency Managers Association conference which has not been held in person since 2019.

### 2. **CERT Activations**

CERT received \$1210.00 in donations from The TC Charity Challenge and Tri Again participants in the Ironman 70.3 Michigan event, along with a \$1000.00 donation from Traverse City tourism.

Benzie CERT members assisted with the training of several new members for the Antrim team in October and will be hosting a basic CERT training in Benzie November 5 and 6. There is no requirement to commit to a Team to obtain the training. If interested in training or CERT please contact [emd@benzieco.net](mailto:emd@benzieco.net)

### 3. **COVID-19 Response**

The Benzie Leelanau District Health Department website is the best resource for scheduling Covid-19 vaccinations/boosters or testing (appointments required). They also have a large supply of home testing kits for personal or agency distribution.

### 4. **Local Planning Team / Local Emergency Planning Committee**

LEPC meeting was held on October 18. Networks Northwest assisted with covering the list of strategies and I will be visiting local communities for input. A quality draft plan should be ready for review in January 2023.

The local Planning Team met September 22 and will meet October 27. Both groups are strategizing to combine the two meetings for their 2023 schedule. There are no scheduled LEPC or LPT meetings in the month of November or December.

Any planning team / committee meeting minutes can be made available through the Office of Emergency Management.

### 6. **Benzie County Sheriff's Office – Victims Services Unit**

VSU received a \$636.15 grant from the Michigan Sheriff's Association to purchase jackets and supplement training costs.

The Victim's Service team is a small group of volunteers called on when law enforcement intervenes in a situation where immediate crisis impacts a person or family. Victim's services are on-scene resources for assisting those impacted with navigating the immediate crisis. VSU provides resources to those to understand what may be happening now and moving forward after the event. VSU is not a funded division of the Sheriff's Office all services and miles are volunteer or minimally grant funded.



**7. School Safety Workgroup**

The Benzie County School Safety Workgroup AKA the School and Youth Resource Advisory Committee met October 17, 2022. Much of what is discussed is specific to school security and planning. Additional conversations include current legislative changes and funding opportunities for school, related to school safety currently in moving and drafted bills, as well as updates on the progression of the school resource officer program.

The next meeting is scheduled for December 19, 2022.

**9. County Trainings**

Basic CERT November 5-6, 2022 at the Benzie County Government Center

**10. Upcoming Events**

October 22, 2022- threat response in places of worship training 11:00a Fresh Winds Christian Community

October 27, 2022 – LPT meeting – Board of Commissioners room

October 31, 2022 – Halloween – with several community events

November 6, 2022 – daylight savings time ends

November 8, 2022 – Election Day

November 11, 2022 – Veterans Day

November 24, 2022 – Thanksgiving Day

November 25, 2022 – day after holiday – government center closed

**BENZIE SENIOR RESOURCES  
BOARD OF DIRECTORS MEETING  
OCTOBER 19, 2022  
4:30 P.M.**

**The Gathering Place Senior Center & Conference Call-In**

**Agenda**

**Conference Call-In Information**

**1-866-809-6529 with the guest code of 3401609 followed by the # key.**

Call to Order  
Pledge of Allegiance  
Roll Call

Approval of the October 19, 2022 Agenda

Approval of Minutes from the previous meeting – September 21, 2022

**Public Input – Those attending In-person are permitted to participate. (Limit of 3 minutes for individual presentation and 15 minutes for group presentation)**

**Annual Meeting Action Items**

- a. Election of Board of Directors
- b. Election of President & Treasurer
- c. Annual Committee Reports
- d. Process of Updating the Strategic Plan
- e. Board of Directors Meeting Schedule for Calendar Year 2023

**Return to Regular Board of Directors Meeting  
Information Items**

- A. Directors Report
- B. Program/Services Report – September 2022
- C. Board of Commissioners Update

**Action Items**

1. Finance Committee Report on the September 2022 Financials with Board Approval of the September 2022 Financials

**New Business**

1. Doug's upcoming November Vacation 11/10/22 – 11/21/22

**Old Business**

- 1.

**Board Round Table Discussion/Evaluation of Meeting  
Adjournment – Board Approval**

Benzie Senior Resources Mission Statement – To provide exceptional services, resources and trusted care to support Benzie seniors.

**NEXT MEETING – November 16, 2022 @ 4:30 pm**  
Location: The Gathering Place Senior Center, 10579 Main Street, Honor

Benzie Senior Resources  
**Board of Directors Meeting**  
September 21<sup>st</sup>, 2022 Meeting Minutes  
**The Gathering Place Senior Center and Conference Call-in**

**Call to Order:** Nancy Mullen Call called the meeting to order at 4:41 pm

**Pledge of Allegiance:** Said by all present

**Roll Call:**

In Person: Nancy Mullen Call, Victor Dinsmoore, Pam Howe-Perry, Leo Hughes, Deb Rogers, Ingrid Turner, and Paul Turner

Via Conference Call: Linda Ringleka

Excused: Rosemary Russell

Also, In-Person: Dawn Bousamra, Sabra Boyle, Doug Durand and Tim Markey

**Approval of the September 21, 2022 Agenda** – A motion to approve the agenda as amended adding action items 3 and 4 was made by Pam Howe-Perry and seconded by Victor Dinsmoore. All in-person board members said Aye. Motion approved.

**Approval of Minutes from the previous meeting – August 17, 2022** – A motion to accept the minutes as presented was made by Ingrid Turner and seconded by Deb Rogers. All in-person board members said Aye. Motion approved.

**Public Input:** No public at the meeting.

**Information Items**

- A. **Leadership Committee Report** – Nancy Mullen Call summarized the content of the Leadership Committee meeting on September 14<sup>th</sup>, 2022 which included: update on website construction and a secured page for BOD, Staff, and Volunteer communications; discussion on the annual BOD meeting including officer and Board Member elections and committee report outs; discussion on the agenda items for BOD meeting; and a final update on the WAT fund raising efforts. Dawn Bousamra was asked to confirm the timing of the WAT Debrief Session and following a brief discussion she advised that it will be on October 27, 2022 at 4 pm.
- B. **Fund Development Report** – Ingrid Turner advised that they are working on a draft of the year end appeal letter. Dawn Bousamra is currently in search of volunteers for quotes to include in the communication. Dawn Bousamra also handed out a summary that included a flyer for an upcoming fund raiser being held at St. Andrews as well as other recent PR actions and future activities. The committee is also working on the Christmas bag program and discussed other fundraising opportunities.
- C. **Governance Committee Report** – Leo Hughes summarized the August 22<sup>nd</sup> Governance Committee meeting that included: Feedback from Doug Durand on previous facility assessments as well as his current vision of BSR facility needs; A discussion on the potential for the facility to be a Community Center concept that could potentially gain significant community interest and support; A discussion on next steps including visiting other Senior Center facilities looking “best practices”, meeting with the Benzie Central Schools Superintendent, and identification of other Community Leaders that might join the facility taskforce and/or provide support.
- D. **Program/Personnel Committee Report** – Paul Turner advised that the Committee met for the first time in over a year and began working on major updates to the employee handbook. They also are looking to develop a tool that outlines all the services offered by BSR and their current utilization. They will meet again October 12<sup>th</sup>, 2022 at 2:00pm at St Andrews.

- E. **Directors Report – July 2022/August 2022** – Doug Durand highlighted the following: The Christmas Bag solicitation letters have been sent out to 8 local churches seeking content donations to be collected the first or second Monday in December, and he plans to assemble and distribute 250 bags; The Subaru “Share the Love Event” is beginning, and Dawn Bousamra will be coordinating it again this year; The sliding scale has been updated and communicated. All Home Healthcare clients have agreed to continue while some of the clients using Homemaker services have declined to continue. Dawn Bousamra updated the group on several PR activities that were part of the flyer handout reference under the Fund Development Committee report out above.
- F. **Program/Services Report – July 2022** – Doug Durand covered during his director’s report above.
- G. **Board of Commissioners Update** – Tim Markey, County Commissioner advised that the County Board of Commissioners committed \$500k for affordable housing in Frankfort with the Homestretch Nonprofit Housing Association (the same developer that is working on the affordable housing project in Honor, MI). They continue to work on ARPA dollar plans with focus on the top three areas residents have requested (broadband internet/affordable housing/affordable childcare). Tim Markey advised that he has been appointed to a broadband subcommittee and they have started to look at what is possible. The goal is for everyone in the county to have access to affordable broadband.

## Action Items

1. **Finance Committee Report on the August 2022 Financials with Board Approval of the August 2022 Financials** – Deb Rogers outlined the financial position as discussed during the Finance Committee meeting prior to the Board meeting and they recommend the Board approve the financials. A motion was made by Paul Turner and seconded by Victor Dinsmoore. Roll Call: Victor Dinsmoore – Yes; Pam Howe-Perry – Yes; Leo Hughes – Yes; Deb Rogers – Yes; Ingrid Turner – Yes; Paul Turner – Yes; and Nancy Mullen Call – Yes. Motion approved.
2. **Approval of the Fiscal Year 2023 Budget** – Doug Durand outlined the details of the proposed 2023 budget which was provided to all board members 30 days in advance to review. A motion was made by Paul Turner which was seconded by Pam Howe-Perry. Roll Call: Victor Dinsmoore – Yes; Pam Howe-Perry – Yes; Leo Hughes – Yes; Deb Rogers – Yes; Ingrid Turner – Yes; Paul Turner – Yes; and Nancy Mullen Call – Yes. Motion approved.
3. **Board Terms** – Nancy Mullen Call discussed the BOD Composition Worksheet and outlined that all board member terms expire (per the bylaws) in October three years following their election to the Board. She then proposed that if a Board Member is unable to complete their full term that the BOD would identify and appoint a replacement Board Member who would serve the remainder of the term. That replacement Board Member would then be eligible for election to the Board of Directors the following October. Deb Rogers made a motion to accept the proposal and the motion was seconded by Paul Turner. All in-person Board Members said Aye in favor of the motion. Motion approved.
4. **Bad Debt Write-off** – Deb Rogers outlined that two clients have refused to pay for services rendered and there is no opportunity for recovery. She is proposing the debt of \$141.50 be written off as a bad debt. Ingrid Turner made a motion to approve the proposed bad debt write-off and Pam Howe-Perry seconded the motion. Roll Call: Victor Dinsmoore – Yes; Pam Howe-Perry – Yes; Leo Hughes – Yes; Deb Rogers – Yes; Ingrid Turner – Yes; Paul Turner – Yes; and Nancy Mullen Call – Yes. Motion approved.

## New Business

1. **Explanation of the Annual Board of directors Meeting on October 19, 2022** – Nancy Mullen Call outlined how the Annual BOD Meeting will flow and advised that the Governance Committee will submit a slate of nominees for consideration and vote for any expiring Board Member terms, new Board Members, and/or any expiring Board Officer terms. The Board of Directors will then vote on all nominees.
2. **Board Compilation Worksheet** – This was reviewed previously under Action Item #3

## **Old Business**

1. None

## **Board Round Table Discussion/Evaluation of Meeting – None**

**Adjournment:** There being no further business to discuss all agreed to adjourn. Meeting adjourned at 5:50 pm.

Respectfully submitted:

Leo Hughes

Secretary, Benzie Senior Resources Board.

**NEXT MEETING:** Wednesday, October 19, 2022 at 4:30 p.m.

Location: The Gathering Place Senior Center, 10579 Main Street, Honor, MI 49640

**Benzie Senior Resources  
Executive Directors Report  
September 2022 – October 2022**

**Items of Information**

- We will be resuming an Evening Dinner and trying a new activity called Produce Bingo. BACN has agreed to sponsor the Produce Bingo and will provide fruits, vegetables, and other products. Other Senior Centers have done this activity and it has been well received. The date is Wednesday, October 26<sup>th</sup> with dinner at 5pm and Produce Bingo at 6pm.
- Letters have been sent out to area churches for their assistance with the Holiday Christmas Bag Program. Response has been good and so far we have 6 churches signed up. New this year is the staff from DHHS wish to participate and they have been given a selection of items to purchase. St. Philip's Episcopal Church is a new partner this year and they too have a list of items to purchase.
- Fall Clean-up letters have been sent out and we have secured 4 contractors to provide this service.
- An ad has been placed for Letters of Interest for contractors to provide snow removal for the upcoming winter season. We hope to get a good response so that we can continue to provide this service for our seniors in need of snow removal.
- The 2022 fall Medicare Open Enrollment Period for 2023 Medicare coverage starts October 15 and lasts until December 7, 2022. We are already taking appointments and our MMAP Counselor is looking forward to a busy Open Enrollment period.
- On October 18<sup>th</sup>, Frankfort High School is having a 12<sup>th</sup> grade Career Expo and Kylie and a Home Healthcare Aide will be attending to promote the various employment opportunities in our In-Home Healthcare Program. .
- On October 5<sup>th</sup>, Susie Hughes had the privilege of presenting a need for a new convection oven for our kitchen at the quarterly meeting of the Benzie County 100 Women Who Care. In total 3 presentations were given by non-profits and the final vote by the group went to BSR. Our current oven is 21 years old and many of the settings are not working properly. We are looking forward to placing the order for the oven.
- Dawn will be spearheading the Giving Tuesday Project schedule for November 29, 2022. This is a mostly social media event, and the Fund Development Committee would like to us this opportunity as the kickoff for fundraising and grant writing for our next Home Delivered Vehicle to be purchased during Fiscal Year 2023. The amount to raise will be \$35,000
- Kylie and Doug are working on creating a Client Welcome Admissions Booklet for the In-Home Healthcare Clients with the goal to integrate the booklet with HDM and Homemaking Clients.

**Staffing Updates**

- Still recruiting for 2 Homemaker Contractors to eliminate the current waiting list.
- We are aggressively recruiting for Home Healthcare Aides to fill two open positions that would help eliminate the waiting list for services.

**Volunteer Report**

- We had one new Home Delivered Meals Volunteer and one new TGP Volunteer that started during September 2022.



## **Legislative News**

**Federal** – A Continuing Resolution (CR) Bill was passed by both the Senate and House of Representatives and signed by President Biden. This CR provides current federal funding through December 16, 2022. This is just a stopgap funding bill that is necessary to keep the federal government operating until a bipartisan agreement can be met and approved on the twelve annual appropriations bills for Fiscal Year 2023.

## **Program Report for September 2022**

### **Nutritional Programs**

#### **Fresh Produce Bags**

In September 2022 we distributed over 1,600 lbs. of produce in 100 bags that consists of 30+ vegetables, fruits and dairy products. **For the just completed fiscal year 2022, we delivered a total of 31,280 pounds of vegetables, fruits, dairy and nuts in 1,955 bags that 215 individuals received.**

#### **Home Delivered Meals**

A total of 6,131 meals were provided to 200 clients in September 2022. **For FY'2022, a total of 73,910 meals were delivered. Our second highest amount ever recorded!**

#### **Congregate Meals**

In September 2022, we provided 1,528 congregate and takeout meals. **For FY'2022, we had an 63% in the number of meals prepared at TGP and Thompsonville.**

***Year to date we have provided/delivered 90,879 meals. Overall, we are up by 3,389 additional meals as compared to the same period a year ago. Fiscal Year 2022 was a record year in meals!***

### **Other Programs**

**Homemaker Program** – In September 2022, we provided 394 service hours to 85 clients. Currently we have a waiting list of 35 clients.

**Guardian Medical Monitoring** – Currently we are paying for thirty-seven clients. The waiting list has five clients to be put on the BSR full pay program.

**Lawn Chore** – So far this season, we have 125 clients being provided this service. A total of 1,066 mows have been reimbursed to the contractors. A total of 1,349 vouchers purchased.

**Benzie Bus Senior Rides** – In September 2022, we paid for 1,744 senior rides in Benzie County. Paid for 241 for regular in county medical appointments and 32 rides for the Healthrides for non-emergency appointments out of county. **For FY' 2022, we signed up a total of 123 new individuals and provided 16,754 rides. This is a record for ridership.**

**Information & Assistance** - The agency handled 930 calls in September 2022 regarding Information and Assistance for services and questions related to older adults. **In FY' 2022, we handled over 12,178 phone calls. This represents our 2<sup>nd</sup> highest amount recorded.**

**Senior Companion Program** – The Senior Companion Program provided services to one senior client in Benzie County in September 2022.

**Senior Oral Healthcare Program** We provided financial assistance to two clients during the month of September 2022. We currently have ten outstanding vouchers that clients requested and have not used yet.

**Medicare/MMAP's** – Our certified MMAP's counselor assisted nine clients in September with their Medicare/Medicaid services at no cost to them.

**Foot Care** – Two clients received in-home foot care and fifty-seven clients attended the foot care clinic at the administration office in September 2022.

**Estate Planning** – Six individuals received services in September 2022 at no cost to them. **Fiscal Year 2022 was a record number of individuals who received this service.**

**Emergency Senior Essential Needs Fund** – BSR assisted four clients in September 2022. Financial support provided for utility bills, bathroom modification, battery charger for electric wheelchair and partnered with Area Agency on Aging for a purchase of a new electric mobility scooter.

**The Gathering Place Senior Center** – The Gathering Place Senior Center offered 14 core activities that 561-cumulative number of individuals participated in September 2022.

**In-Home Care Services for September 2022** – As we end on this Fiscal Year, the In-Home Care Services kept pace with last year, even though the agency has struggled with staffing. In fact, the RN programs had their best year ever with the number of visits provided for assessments, medication management, in home foot care and wound care.

#### Number of Home Health Care Clients

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay	Total Clients
October 2021	23	64	3	90
November 2021	23	70	3	96
December 2021	23	68	1	92
January 2022	23	72	0	95
February 2022	19	65	4	88
March 2022	19	57	0	76
April 2022	21	59	0	80
May 202	22	64	0	86
June 2022	25	66	0	91
July 2022	26	71	1	98
August 2022	25	54	2	81
September 2022	26	57	3	86

#### Client Total Hours

Month	Medicaid Waiver Care Management PACENorth	Sliding Scale Fee	Private Pay	Assessments And Wound Care	Total Hours
October 2021	316.75	434.75	31	50	832.50
November 2021	342.25	414	11.75	51	819
December 2021	401.75	496	13.25	48	959
January 2022	388.25	442.25	0	57	887.50
February 2022	338.75	407.5	5.25	39	790.50
March 2022	411.75	512.5	0	80	1004.25
April 2022	422.5	501	0	63	986.50
May 2022	414.75	541.25	0	65	1021
June 2022	399.75	545.75	0	63	1006.75
July 2022	397.50	425	7.75	46	876.25
August 2022	481.5	489	11	71	1052.5
September 2022	458.75	465.25	11	69	1004
<b>TOTALS</b>	<b>4772.50</b>	<b>4674.25</b>	<b>91</b>	<b>702</b>	<b>11239.75</b>

## Client Total Visits

	RN Assessments	RN Med Management	Personal Care	Respite	Homemaking	In home Foot Care/ Wound care	Totals
October 2021	50	56	293	69	9	11	488
November 2021	51	52	266	56	8	7	440
December 2021	48	66	354	30	7	4	509
January 2022	57	53	307	22	6	25	470
February 2022	39	55	274	25	3	15	411
March 2022	80	61	366	31	8	12	558
April 2022	63	61	368	20	9	11	532
May 2022	65	61	370	26	8	3	533
June 2022	63	52	391	31	7	11	555
July 2022	46	51	324	31	8	2	462
August 2022	71	57	403	37	14	9	591
September 2022	69	47	355	49	25	2	647
<b>Totals</b>	<b>702</b>	<b>672</b>	<b>4071</b>	<b>427</b>	<b>112</b>	<b>111</b>	<b>6095</b>

BENZIE SENIOR RESOURCES  
Statement of Financial Position  
As of September 30, 2022

	<b>Sep 30, 22</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
001 · STATE SAVINGS BANK CHECKING	165,669.05
003 · STATE SAVINGS BANK HRA	1,871.09
011 · AMERICAN DEPOSIT MANAGEMENT	57,477.18
011.3 · BOARD DESIGNATED OP RESERV FUND	470,350.00
<b>Total Checking/Savings</b>	<b>695,367.32</b>
Accounts Receivable	
1200 · Accounts Receivable	37,809.99
<b>Total Accounts Receivable</b>	<b>37,809.99</b>
<b>Other Current Assets</b>	
109 · INVENTORY	12,432.04
125 · PREPAID EXPENSE	5,451.42
1499 · Undeposited Funds	114,897.12
<b>Total Other Current Assets</b>	<b>132,780.58</b>
<b>Total Current Assets</b>	<b>865,957.89</b>
<b>Fixed Assets</b>	
150 · BUILDING	480,375.70
151 · VEHICLES	173,363.00
152 · EQUIPMENT	152,634.03
157 · LAND IMPROVEMENTS	1,800.00
160 · ACCUMULATED DEPRECIATION	(436,425.05)
<b>Total Fixed Assets</b>	<b>371,747.68</b>
<b>TOTAL ASSETS</b>	<b>1,237,705.57</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2000 · Accounts Payable	35,362.32
<b>Total Accounts Payable</b>	<b>35,362.32</b>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	7,477.89
220 · ACCRUED VACATION LIABILITY	53,721.86
239 · ACCRUED WAGES	37,818.32
<b>Total Other Current Liabilities</b>	<b>99,018.07</b>
<b>Total Current Liabilities</b>	<b>134,380.39</b>
<b>Long Term Liabilities</b>	
250 · MORTGAGE PAYABLE	102,768.18
253 · LEASE PAYABLE	5,740.27
260 · NET PENSION LIABILITY	490,826.00
<b>Total Long Term Liabilities</b>	<b>599,334.45</b>
<b>Total Liabilities</b>	<b>733,714.84</b>
<b>Equity</b>	
3900 · FUND BALANCE	513,668.45
Net Income	(9,677.72)
<b>Total Equity</b>	<b>503,990.73</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,237,705.57</b>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**September 2022**

	<b>Sept 2022</b>	<b>Budget</b>	<b>\$ Change</b>
<b>ORDINARY INCOME/EXPENSE</b>			
<b>INCOME</b>			
519.03 · TITLE III C2 INCOME	11,740.00	8,935.00	2,805.00
540 · GRANTS	0.00	9,600.00	(9,600.00)
561 - HDM WAIVER	4,231.50	1,970.00	2,261.50
642 · CHARGES FOR SERVICES/CONT	202.00	270.00	(68.00)
642.01 · FEE FOR SERVICE/CHORE	626.00	300.00	326.00
642.02 · FEE FOR SERVICE/HOMEMAKER	2,337.00	3,000.00	(663.00)
642.1 - FEE FOR SLIDING SCALE CLIENTS	11,569.90	11,500.00	69.90
642.05 - FEE FOR PRIVATE PAY & INS	650.00	1,500.00	(850.00)
642.06 - FEE FOR BENZIE BUS HEALTHRIDE	95.00	0.00	95.00
670 - CLIENT INCOME	22,370.26	22,000.00	370.26
671 - PACE NORTH Client Income	1,202.50	800.00	402.50
673 · NEWSLETTER SUB	90.00	40.00	50.00
675 · DONATIONS	15,588.38	11,475.00	4,113.38
676 · MILLAGE	211,350.45	98,198.00	113,152.45
677 · FUNDRAISING INCOME	895.00	5,000.00	(4,105.00)
680 · VOLUNTEER WAGES (IN-KIND).	6,956.70	6,320.00	636.70
681 - IN-KIND (non-volunteer)	1,551.00	0.00	1,551.00
690 - TRIP INCOME	40.00	0.00	40.00
<b>TOTAL INCOME</b>	<b>291,495.69</b>	<b>180,908.00</b>	<b>110,587.69</b>
<b>GROSS PROFIT</b>	<b>291,495.69</b>	<b>180,908.00</b>	<b>110,587.69</b>
<b>EXPENSE</b>			
705 · SALARY AND WAGES	115,643.73	90,000.00	25,643.73
708 · PAYROLL TAX EXPENSE	13,392.61	7,500.00	5,892.61
709 · EDUCATION/TRAINING	618.00	250.00	368.00
710 · EVENTS	164.85	225.00	(60.15)
711 · TGPSC ACTIVITIES	1,650.31	225.00	1,425.31
717 · DUES/SUBSCRIPTIONS	75.00	0.00	75.00
720 - BAD DEBT	141.50	0.00	141.50
721 · COMPUTER EXPENSES	1,944.46	2,056.00	(111.54)
725 · FRINGE BENEFITS	65,749.42	54,000.00	11,749.42
726 - FUNDRAISING/MARKETING EXP	553.82	900.00	(346.18)
727 · SUPPLIES	3,745.61	2,750.00	995.61
727.2 · OFFICE EXP	1,129.73	1,054.00	75.73
727.3 - POSTAGE	258.53	100.00	158.53
727.4 - ADVERTISING	2,496.42	100.00	2,396.42
740 · FOOD	20,287.81	16,000.00	4,287.81
819 · CONTRACTUAL	28,003.55	19,400.00	8,603.55
820 · VOLUNTEER WAGES (IN-KIND)	6,956.70	6,320.00	636.70
825 · VOLUNTEER EXPENSES	1,065.15	640.00	425.15
850 · TELEPHONE	552.47	470.00	82.47
861 · TRAVEL/MILEAGE/GAS	3,273.01	2,600.00	673.01
900 · INTEREST EXPENSE	2,418.21	250.00	2,168.21

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**September 2022**

	<b>Sept 2022</b>	<b>Budget</b>	<b>\$ Change</b>
910 · INSURANCE	4,839.38	3,800.00	1,039.38
915 · PROJECTS	403.74	960.00	(556.26)
920 · UTILITIES	2,172.46	2,000.00	172.46
940 · DEPRECIATION EXPENSE	5,812.69	3,655.00	2,157.69
980 · EQUIPMENT/REPAIRS	1,740.14	1,550.00	190.14
980.1 - OUTDOOR MAINTENANCE	373.31	250.00	123.31
980.2 - INDOOR MAINTENANCE	86.75	205.00	(118.25)
981-HDM FLEET MAINTENANCE/GAS	4,815.27	1,250.00	3,565.27
<b>TOTAL EXPENSE</b>	<b>290,364.63</b>	<b>218,510.00</b>	<b>71,854.63</b>
<b>NET ORDINARY INCOME</b>	<b>1,131.06</b>	<b>(37,602.00)</b>	<b>38,733.06</b>
<b>OTHER INCOME/EXPENSES</b>			
<b>OTHER INCOME</b>			
990 · INTEREST/DIVIDEND INCOME	670.93	120.00	550.93
999 - OTHER INCOME	2,169.37	250.00	1,919.37
<b>TOTAL OTHER INCOME</b>	<b>2,840.30</b>	<b>370.00</b>	<b>2,470.30</b>
<b>OTHER EXPENSE</b>			
999.1 · OTHER EXPENSE	2,009.00	80.00	1,929.00
99999 - LEGAL EXPENSE	0.00	70.00	(70.00)
<b>TOTAL OTHER EXPENSE</b>	<b>2,009.00</b>	<b>150.00</b>	<b>1,859.00</b>
<b>NET OTHER INCOME</b>	<b>831.30</b>	<b>220.00</b>	<b>611.30</b>
<b>NET INCOME</b>	<b>1,962.36</b>	<b>(37,382.00)</b>	<b>39,344.36</b>

**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**October 2021 - September 2022**

	<b>Oct 21-Sept 22</b>	<b>Budget</b>	<b>\$ Change</b>	
<b>ORDINARY INCOME/EXPENSE</b>				
<b>INCOME</b>				
519.03 · TITLE III C2 INCOME	115,830.00	107,000.00	8,830.00	108.3%
519.04 · FEDERAL USDA	62,773.77	56,500.00	6,273.77	111.1%
519.05 MIPPA (MMAF)	1,050.00	3,000.00	(1,950.00)	35.0%
519.06 WAIVER-SNOW REMOVAL	924.00	1,440.00	(516.00)	64.2%
519.08 ARPA	89,030.00	0.00	89,030.00	
540 · GRANTS	53,286.02	115,000.00	(61,713.98)	46.3%
561 - HDM WAIVER	19,910.58	11,830.00	8,080.58	162.0%
642 · CHARGES FOR SERVICES/CONT	2,240.69	3,150.00	(909.31)	71.1%
642.01 · FEE FOR SERVICE/CHORE	16,663.00	14,000.00	2,663.00	119.0%
642.02 · FEE FOR SERVICE/HOMEMAKER	22,079.00	33,600.00	(11,521.00)	65.7%
642.03 - FEE FOR SERV/SNOW REMOVAL	13,480.00	19,600.00	(6,120.00)	68.8%
642.1 - FEE FOR SLIDING SCALE CLIENTS	70,703.36	70,000.00	703.36	101%
642.05 - FEE FOR PRIVATE PAY & INS	3,147.75	3,780.00	(632.25)	83.3%
642.06 - FEE FOR BENZIE BUS HEALTHRIDE	565.00	0.00	565.00	
670 - CLIENT INCOME	118,808.93	108,000.00	10,808.93	110.0%
671 - PACE NORTH Client Income	6,643.50	9,600.00	(2,956.50)	69.2%
673 · NEWSLETTER SUB	400.00	400.00	0.00	
675 · DONATIONS	186,943.09	137,600.00	49,343.09	136.0%
676 · MILLAGE	1,272,337.08	1,178,348.00	93,989.08	108.0%
677· FUNDRAISING INCOME	84,318.95	80,000.00	4,318.95	105.4%
680 · VOLUNTEER WAGES (IN-KIND).	77,933.40	75,840.00	2,093.40	102.8%
681 - IN-KIND (non-volunteer)	7,274.25	9,000.00	(1,725.75)	80.8%
690 - TRIP INCOME	1,273.00	1,350.00	(77.00)	94.3
SPONSORSHIP INCOME	0.00	3,200.00	(3,200.00)	
<b>TOTAL INCOME</b>	<b>2,227,615.37</b>	<b>2,042,238.00</b>	<b>185,377.37</b>	<b>109.0%</b>
<b>GROSS PROFIT</b>	<b>2,227,615.37</b>	<b>2,042,238.00</b>	<b>185,377.37</b>	
<b>EXPENSE</b>				
700 - ACCOUNTING FEES	8,450.00	8,700.00	(250.00)	97.1%
705 · SALARY AND WAGES	1,000,542.22	936,000.00	64,542.22	106.9%
708 · PAYROLL TAX EXPENSE	79,518.25	73,000.00	6,518.25	108.9%
709 · EDUCATION/TRAINING	2,809.80	6,800.00	(3,990.20)	41.3%
710 · EVENTS	1,586.78	2,700.00	(1,113.22)	58.7%
711 · TGPSC ACTIVITIES	4,479.84	2,700.00	1,779.84	166.0%
715 · CLOTHING ALLOWANCE	4.56	500.00	(495.44)	0.9%
717 · DUES/SUBSCRIPTIONS	5,707.01	4,800.00	907.01	119.0%
720 - BAD DEBT	141.50	0.00	141.50	
721 · COMPUTER EXPENSES	28,448.41	24,700.00	3,748.41	115.2%
725 · FRINGE BENEFITS	178,989.89	160,920.00	18,069.89	111.2%
726 - FUNDRAISING/MARKETING EXP	4,036.76	5,700.00	(1,663.24)	70.8%
727 · SUPPLIES	42,563.43	33,000.00	9,563.43	129.0%
727.2 · OFFICE EXP	15,330.31	12,500.00	2,830.31	122.6%

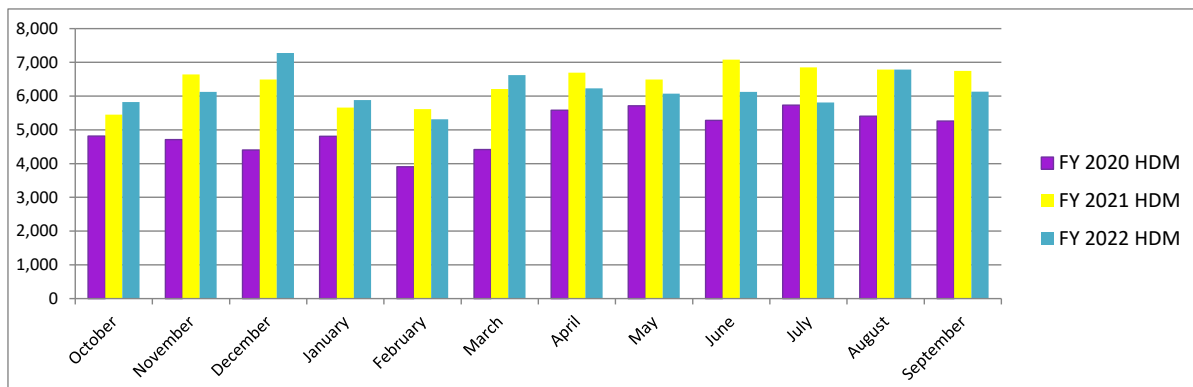
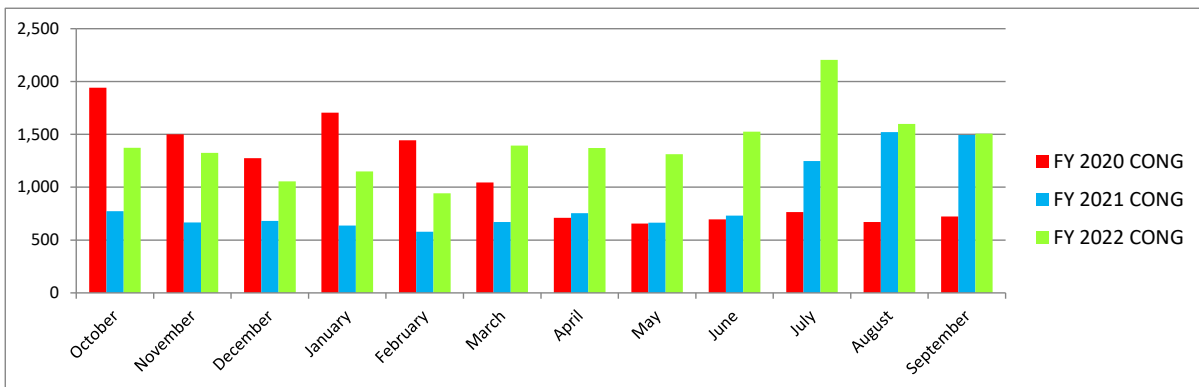
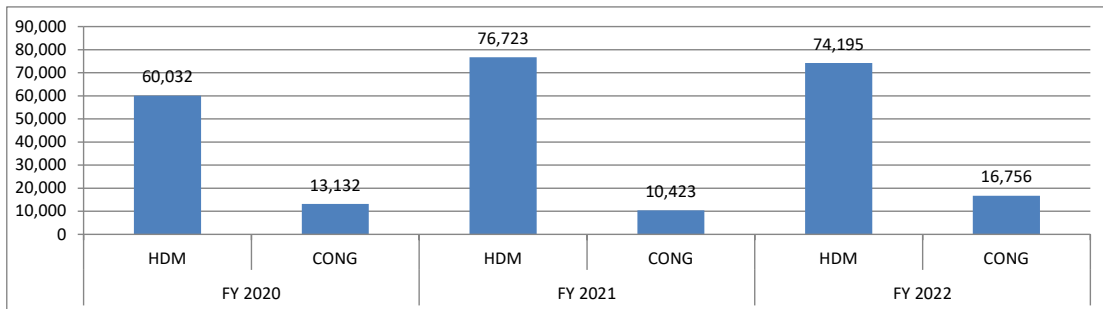
**BENZIE SENIOR RESOURCES**  
**Statement of Financial Income & Expense**  
**October 2021 - September 2022**

	<b>Oct 21-Sept 22</b>	<b>Budget</b>	<b>\$ Change</b>	
727.3 - POSTAGE	4,889.65	4,000.00	889.65	122.3%
727.4 - ADVERTISING	11,162.07	5,400.00	5,762.07	206.7%
740 - FOOD	254,642.44	198,000.00	56,642.44	128.6%
819 - CONTRACTUAL	236,176.16	235,800.00	376.16	100.2%
820 - VOLUNTEER WAGES (IN-KIND)	77,933.40	75,840.00	2,093.40	102.8%
825 - VOLUNTEER EXPENSES	11,751.41	14,915.00	(3,163.59)	78.8%
850 - TELEPHONE	5,987.18	5,750.00	237.18	104.1%
861 - TRAVEL/MILEAGE/GAS	34,608.16	35,000.00	(391.84)	98.9%
900 - INTEREST EXPENSE	5,324.57	3,235.00	2,089.57	164.6%
910 - INSURANCE	50,340.69	50,800.00	(459.31)	99.0%
915 - PROJECTS	19,965.75	17,500.00	2,465.75	114.1%
920 - UTILITIES	34,438.20	27,000.00	7,438.20	127.6%
940 - DEPRECIATION EXPENSE	41,401.61	44,000.00	(2,598.39)	94.0%
980 - EQUIPMENT/REPAIRS	45,184.14	18,600.00	26,584.14	243.0%
980.1 - OUTDOOR MAINTENANCE	7,286.37	6,600.00	686.37	110.4%
980.2 - INDOOR MAINTENANCE	427.80	2,200.00	(1,772.20)	19.4%
981-HDM FLEET MAINTENANCE/GAS	29,276.87	15,000.00	14,276.87	195.2%
991 - TRIP EXPENSE	725.00	0.00	725.00	
<b>TOTAL EXPENSE</b>	<b>2,244,130.23</b>	<b>2,031,660.00</b>	<b>212,470.23</b>	<b>110.5%</b>
<b>NET ORDINARY INCOME</b>	<b>(16,514.86)</b>	<b>10,578.00</b>	<b>(27,092.86)</b>	
<b>OTHER INCOME/EXPENSES</b>				
<b>OTHER INCOME</b>				
990 - INTEREST/DIVIDEND INCOME	2,783.43	1,440.00	1,343.43	193.3%
999 - OTHER INCOME	10,243.47	3,000.00	7,243.47	341.4%
<b>TOTAL OTHER INCOME</b>	<b>13,026.90</b>	<b>4,440.00</b>	<b>8,586.90</b>	<b>293.3%</b>
<b>OTHER EXPENSE</b>				
999.1 - OTHER EXPENSE	2,744.00	1,000.00	1,744.00	274.4%
99999 - LEGAL EXPENSE	3,445.76	1,500.00	1,945.76	229.7%
<b>TOTAL OTHER EXPENSE</b>	<b>6,189.76</b>	<b>2,500.00</b>	<b>3,689.76</b>	<b>247.6%</b>
<b>NET OTHER INCOME</b>	<b>6,837.14</b>	<b>1,940.00</b>	<b>4,897.14</b>	<b>352.4%</b>
<b>NET INCOME</b>	<b>(9,677.72)</b>	<b>12,518.00</b>	<b>(22,195.72)</b>	



Benzie Senior Resources  
HDM/Cong comparison  
Units Served 2019-2020-2021

	FY 2020		FY 2021		FY 2022	
	HDM	CONG	HDM	CONG	HDM	CONG
October	4,814	1,942	5,451	774	5,827	1,374
November	4,711	1,500	6,644	666	6,124	1,324
December	4,404	1,275	6,490	682	7,274	1,055
January	4,812	1,706	5,658	638	5,881	1,149
February	3,903	1,445	5,616	579	5,314	942
March	4,416	1,044	6,212	671	6,622	1,394
April	5,582	710	6,695	754	6,230	1,370
May	5,711	657	6,495	664	6,073	1,313
June	5,281	696	7,079	731	6,123	1,526
July	5,735	765	6,853	1,247	5,810	2,204
August	5,403	670	6,786	1,522	6,786	1,599
September	5,260	722	6,744	1,495	6,131	1,506
<b>total meals</b>	<b>60,032</b>	<b>13,132</b>	<b>76,723</b>	<b>10,423</b>	<b>74,195</b>	<b>16,756</b>



## September 2022 Journal Entry Summary

- 1020. JE to void ck 3054 – adjustment to HRA
- 1022. JE to record Amazon credit
- 1023. JE to zero acct
- 1024. JE to write off bad debt (1) – board approved
- 1025. JE to write off bad debt (2) – board approved
- 1026. JE to record income from Diamond Tours trip
- 1027. JE to record monthly depreciation expense (non-cash transaction) \*
- 1028. JE to reclass payroll health insurance deductions from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 1029. JE to record payroll wages/taxes across all programs – original payroll entry posts to one class \*
- 1030. JE to record 401K payroll deferrals across all programs - original payroll entry posts to one class \*
- 1031. JE to reclass payroll mileage reimbursements from “uncategorized” to appropriate class, i.e. Home Health and Admin \*
- 1032. JE to record donated gifts for Natl Senior Center Month
- 1033. JE to record mortgage balance at 9/30/22
- 1034. JE to record inventory at month end \*
- 1035. JE to record volunteer hours in-kind wages \*
- 1036. JE to record prepaid portion of D & O Insurance – reversed on 10/1/22
- 1037. JE to record accrued PTO and payroll tax on PTO at 9/30/22 – reversed on 10/1/22
- 1038. JE to record September wages and payroll tax from 10/6/22 payroll – reversed on 10/1/22
- 1039. JE to void check 17621 – per vendor no outstanding invoices

\* **Monthly recurring Journal Entries.**

## September 2022

[illegible]

## September 2022

Trans #	Type	Date	Num	Memo	Debit	Credit
				reclass ER MATCH 401k	122.29	
				reclass ER MATCH 401k	162.57	
				reclass ER MATCH 401k	27.94	
				reclass ER MATCH 401k	22.73	
				reclass ER MATCH 401k	18.11	
				reclass ER MATCH 401k	60.44	
				reclass ER MATCH 401k	578.08	
				reclass ER MATCH 401k	100.86	
					1,369.77	1,369.77
127966	General Journal	09/30/2022	1031	reclass mileage - ADMIN	155.00	
				reclass mileage - HH	3,001.93	
				reclass mileage		3,156.93
					3,156.93	3,156.93
128074	General Journal	09/30/2022	1032	record donated gifts for Natl Sr Ctr Month	1,551.00	
				record donated gifts for Natl Sr Ctr Month		1,551.00
					1,551.00	1,551.00
128094	General Journal	09/30/2022	1033	adjust balance to actual		2,076.66
				adjust mortgage balance to actual	685.30	
				adjust mortgage balance to actual	685.30	
				adjust mortgage balance to actual	706.06	
					2,076.66	2,076.66
128177	General Journal	09/30/2022	1034	adjust Inventory to actual	1,094.56	
				adjust Inventory to actual		632.65
				adjust Inventory to actual		111.65
				adjust Inventory to actual		297.72
				adjust Inventory to actual		52.54
					1,094.56	1,094.56
128205	General Journal	09/30/2022	1035	TO RECORD INKIND WAGES	6,835.00	
				TO RECORD INKIND WAGES		6,835.00
				TO RECORD INKIND WAGES	121.70	
				TO RECORD INKIND WAGES		121.70
					6,956.70	6,956.70
128264	General Journal	09/30/2022	1036	to account for prepaid D & O policy	5,451.42	
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		490.63
				to account for prepaid D & O policy		545.12
					5,451.42	5,451.42
128266	General Journal	09/30/2022	1037	TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	12,696.84	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	6,469.45	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	1.62	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	73.81	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	3,478.92	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	5,324.13	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	594.15	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	73.81	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	476.76	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	20,105.99	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	2,799.66	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22	1,626.72	
				TO RECORD ACCRUED VAC LIABILITY BALANCE 9/30/22		53,721.86
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	971.31	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	494.91	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	0.12	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	5.65	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	266.14	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	407.30	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	45.45	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	5.65	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	36.47	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	1,538.11	

# BENZIE SENIOR RESOURCES

## Monthly Journal Entries

September 2022

Trans #	Type	Date	Num	Memo	Debit	Credit
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	214.17	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...	124.44	
				TO RECORD ACCRUED PR TAX ON VAC LIABILITY BALANCE 9/...		4,109.72
					57,831.58	57,831.58
128268	General Journal	09/30/2022	1038	record accrued wages from 10/6/22 payroll	6,556.01	
				record accrued wages from 10/6/22 payroll	3,970.77	
				record accrued wages from 10/6/22 payroll	25.50	
				record accrued wages from 10/6/22 payroll	318.10	
				record accrued wages from 10/6/22 payroll	1,803.91	
				record accrued wages from 10/6/22 payroll	3,148.81	
				record accrued wages from 10/6/22 payroll	394.39	
				record accrued wages from 10/6/22 payroll	318.10	
				record accrued wages from 10/6/22 payroll	336.40	
				record accrued wages from 10/6/22 payroll	15,522.34	
				record accrued wages from 10/6/22 payroll	949.51	
				record accrued wages from 10/6/22 payroll	1,303.48	
				record accrued wages from 10/6/22 payroll		34,647.32
				record accrued payroll taxes from 10/6/22 payroll	545.17	
				record accrued payroll taxes from 10/6/22 payroll	392.64	
				record accrued payroll taxes from 10/6/22 payroll	2.62	
				record accrued payroll taxes from 10/6/22 payroll	59.45	
				record accrued payroll taxes from 10/6/22 payroll	169.75	
				record accrued payroll taxes from 10/6/22 payroll	295.82	
				record accrued payroll taxes from 10/6/22 payroll	53.05	
				record accrued payroll taxes from 10/6/22 payroll	59.45	
				record accrued payroll taxes from 10/6/22 payroll	58.76	
				record accrued payroll taxes from 10/6/22 payroll	80.62	
				record accrued payroll taxes from 10/6/22 payroll	1,320.90	
				record accrued payroll taxes from 10/6/22 payroll	132.77	
						3,171.00
					37,818.32	37,818.32
128321	General Journal	09/30/2022	1039	void ck #17621 dated 2/25/22 - duplicate pmt no outstanding invoices	300.00	
				void ck #17621 dated 2/25/22 - duplicate pmt no outstanding invoices		300.00
					300.00	300.00
<b>TOTAL</b>					<b>169,314.56</b>	<b>169,314.56</b>

## **Benzie County EMS**

### **I. Finance/billing**

Insurance companies started rejecting claims more frequently this summer, and continue, which is causing a delay in billing.

### **II. Old/New Business**

Fleet Report

21, Honor: had a circuit board replaced for switches in the front, a primary fuse to the inverter was replaced, truck is back in service.

23 Honor: had warranty work completed for a warning light (loose fuel cap), truck is back in service.

31, Frankfort: running good

32, Backup: running good

33, Day Car: running good

61, Running good

#### **Covid-19 Preparedness**

Most Covid protocols are being rescinded in the middle of November.

#### **911/EMS Expansion**

##### ***Frankfort property acquisition/new ambulance station***

Recent talks with POH and their legal counsel. Questions on housing counsel that has been absolved and whether there is a successor that may challenge the transaction. Legal is also looking for legal and practical concerns, other interested parties (City of Frankfort) and their usage plans. The lot that is to be gifted currently has a sand pit with structure to contain the sand that POH uses; they need to know if they will need to move that sand pit.

#### **Education**

ACLS class was completed and a PHTLS class is scheduled for October 28 at the NWRFTC.

#### **Quality Assurance**

Calvin, Chris are in the beginning stages of revamping our QA process to continue to provide quality patient care throughout our county. The intent is too close the loop on areas of improvement, streamline the process, provide needed feedback to employees, decrease days in billing and assure everyone understands everybody's role within the QA process.

#### **Active Shooter training August 2 &3:**

This was a good program set up by EOC that involved EMS, fire, Law, Schools. and others throughout northern MI. Very informative and addressed processes for engaging active assailants in a variety of scenarios. It will be important locally for or continued training on exercises like this which will facilitate a smooth and safe process for responding to these situations and will be applicable to other multi agency events that regularly arise through lost people, drownings, vehicle accidents, fires and so forth.

### **III. 2022 meeting dates and locations (Reminder)**

January 18 from 1pm-2pm

February 15 1pm

March 15 Canceled due to conflicts

April 19 1pm

May 17 1pm

**MEETINGS MOVED TO 4<sup>TH</sup> Wednesday OF EACH MONTH AT 1PM IN THE BOC ROOM**

June 22 (canceled)

July 27

August 24

September 28 (canceled)

October 26

November 23

December 23

Monthly EMS Stats									
	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	22-Aug	22-Sep
Total EMS runs	187	166	177	131	172	213	221	256	207
Total 911 Calls	146	125	144	95	132	161	165	188	161
Transfers	27	25	26	29	27	37	34	46	30
Intercepts	5	13	5	4	5	10	14	14	9
Total BCEMS Transports	126	115	119	97	127	141	134	179	132
Total Non-Transports	56	38	27	30	40	62	73	63	75
<b>Destination</b>									
Cadillac	0	0	1	0	1	0	0	7	3
Grand Rapids	0	0	0	0	0	0	0	1	1
Grayling	0	0	0	0	0	2	0	1	0
Hospice House	0	0	0	1	0	0	0	0	0
Manistee	1	5	3	1	2	2	1	7	4
Maples	0	0	0	0	0	1	0	0	1
Munson	108	100	104	89	112	122	117	143	108
Other	2	3	1	0	3	4	5	4	7
POH	20	19	16	14	18	16	21	27	8
POH LTC	0	0	0	0	0	0	0	1	
Assisted Living in GT	0	0	0	0	0	0	0	0	
<b>Chief Complaint</b>									
Chest Pain	5	14	17	16	13	16	13	26	17
Deaths	6	3	2	5	1	1	3	5	7
Stroke	3	5	2	6	9	7	10	13	7
Substance abuse	3	4	1	3	8	6	5	7	9
Peds				7	5	8	14	11	
Psych	9	10	8	6	5	6	6	11	4
<b>Calls per County</b>									
Benzie	176	156	172	121	166	201	212	239	197
Grand Traverse	10	7	4	8	6	11	7	12	7
Manistee	0	2	1	1	0	1	1	5	3
Leelanau	0	0	0	1	0	0	1	0	0
na	0	0	0	0	0	0	0	0	0
Wexford	1	1	0	0	0	0	0	0	0
<b>Calls per day of week</b>									
Sunday	33	20	26	12	25	28	31	41	21
Monday	27	22	17	19	26	29	27	40	19
Tuesday	23	30	31	14	31	31	26	40	24
Wednesday	27	23	35	16	12	39	30	41	30
Thursday	24	23	25	19	23	35	29	28	46
Friday	23	22	21	28	27	29	40	33	41
Saturday	30	26	22	23	28	22	38	33	26





**Benzie-Leelanau**

DISTRICT HEALTH DEPARTMENT  
CARING FOR OUR COMMUNITIES

BENZIE-LEELANAU DISTRICT  
HEALTH DEPARTMENT

# ANNUAL REPORT 2021





# LETTER FROM MEDICAL DIRECTOR AND HEALTH OFFICER

As we reflect upon 2021, we brainstormed a few words to describe the last year. The words that best depict our staff and agency were **commitment**, **growth**, and **collaboration**. As the demands and constant changes of COVID-19 kept us adapting to the changing variants and needs of our citizens, one thing never wavered: our commitment to our communities.

Our dedicated full-time and temporary staff, community partners, and hundreds of volunteers showed an incredible level of commitment, - the kind required to keep our communities healthy and protected amid the continuing pandemic.

From staff shifting to new roles and responsibilities to meet new needs of the community, to the hundreds of amazing volunteers who signed up to be greeters or provide vaccinations - we simply could not have done it without the support and collaboration of the community!

Benzie-Leelanau District Health Department celebrated its 25th year in October 2021. When Benzie-Leelanau District Health Department separated from Grand Traverse County Health Department, we had 25 employees. Our agency has come a long way, and we now have 48 part-time/full-time employees who provide a large diversity of specialties.

On the following pages you will read about the work our staff, along with other partners, did to continue to provide the myriad of services our Health Department offers to assure our community has pure water to drink, safe food establishments to visit with family and friends, and other lifesaving programs for children, men and women. Throughout the pandemic, our staff continued to provide all our essential services and did so professionally and empathetically.

We hope you'll enjoy reading highlights of the challenging, but amazing year for our staff, volunteers, and communities have shared.



**JOSHUA MEYERSON, MD, MPH**

*Medical Director*



**LISA PEACOCK, MSN, MPH, RN, WHNP-BC**

*Health Officer*



## ADMINISTRATION TEAM

Medical Director: Joshua Meyerson, MD, MPH

Health Officer: Lisa Peacock, MSN, MPH, RN, WHNP-BC

Personal Health Director: Michelle Klein, RN, MA, PH-C

Assistant Director: Debbie Aldridge, RN

Personal Health Supervisor: Autumn Jurek, RN IBCLC

Personal Health Supervisor: Betsy Hardy, MSN, RN

Public Health Technician Supervisor: Kerry Turner, MBA

Director of Administrative Services: Dodie Putney, BS

Environmental Health Director: Eric Johnston, RS

## BOARD OF HEALTH

Chairperson: Dr. Barbara Conley

Vice Chairperson: Gary Sauer

Members:

William Bunek

Patricia Soutas-Little

Dr. Mark Kuiper

Rhonda Nye



# PERSONAL HEALTH

## PERSONAL HEALTH HIGHLIGHTS

- Debbie Aldridge was promoted to Assistant Director.
- Betsy Hardy was promoted to Personal Health Supervisor.
- Bobbi Scott was promoted to Emergency Preparedness Coordinator.
- Courtney Yapple completed Community Health Worker Training.
- Robin Ronk completed Community Health Worker Training.
- Syringe Service Program collaborated with Harm Reduction of Northern Michigan to provide additional support and resources.
- Several important steps were taken toward addressing the mental health gap: school-based services, Leelanau County mental health workgroup, MomPower, Regional Behavioral Health Summit, and Leelanau Early Childhood Services.
- Regional Grant allowed for a full-time Social Worker in Suttons Bay Public Schools.
- Increased our innovative communication to the public and built a better social media presence. Facebook followers increased from 100 to 2,500 in under 12 months and an Instagram account was created for the health department.



Photo: Community Connection Team (left to right: Lady Palmer, CHW, Debbie Aldridge, RN, Lauren Wolf, LMSW, Carolina Tabora-Cortez, CHW, Gabby Casares, CHW, Vicky Kriskywicz, CHW, Robin Ronk, CHW, and Jamie Strickland BSN, RN).

Community Connections is a free program that provides assistance to adults, children, and families, connecting them to local resources. During the pandemic, Community Connections expanded its ability to serve residents affected by COVID-19. This included doing porch deliveries of food from local pantries to residents who were quarantined at home.

Community Health workers assisted many residents apply for health insurance, find

primary care providers, and find assistance to pay for things like rent and utility bills. Three of our Community Health Workers are bilingual and can assist our Spanish speaking clients in their own language.

# PERSONAL HEALTH

## PERSONAL HEALTH PROGRAM NUMBERS

### **Immunizations (non-COVID):**

1,939 immunizations were administered

### **Hearing Screening:**

704 screenings were completed

### **Vision Screening:**

978 screenings were completed

### **Infection Disease Control:**

4,377 cases investigations were conducted (4,094 COVID-19 cases, 283 other diseases)

### **Healthy Futures:**

207 contacts with 111 families

36 home visits to 29 families

### **Maternal Infant Health Program (MIHP):**

824 visits were conducted for an average of 80 families

### **Reproductive Health:**

67 clients were served for a total of 239 visits, and 9 Breast and Cervical Cancer Control Program (BCCCP) visits were completed

### **Women, Infant, and Children (WIC):**

1,111 clients enrolled in WIC and 10 lead tests were completed

### **Community Connections:**

864 referrals and 2,498 contacts

### **Children's Special Health Care Services:**

141 clients were served and 31 plans of care were completed



# REPORTABLE COMMUNICABLE DISEASES

## 5-YEAR REPORT

Disease	2021	2020	2019	2018	2017
Animal Bites	5	11	13	39	58
Animal Rabies (Bat)	0	0	1	3	1
Brucellosis	1	0	0	1	0
Campylobacter	11	3	3	7	5
Chickenpox	1	0	1	1	2
Chikungunya	0	0	0	0	0
Chlamydia	71	42	66	80	110
Coccidioidomycosis	3	0	1	0	1
Cryptosporidiosis	4	2	3	0	5
E. Coli	0	0	0	0	0
Erlchiosis Anaplasma Phagocytophillum	0	0	0	1	0
Giardiasis	2	0	2	4	5
Gonorrhea	17	6	7	7	2
Haemophilus Influenza	2	1	0	2	0
Hepatitis A	0	0	0	1	1
Hepatitis B	21	11	8	6	4
Hepatitis C*	61	9	23	38	25
Histoplasmosis	3	0	0	2	2
Flu Like Disease (School Reports)	9	164	700	904	1053
Legionellosis	1	2	2	1	0
Lyme Disease	51	23	6	0	4
Meningitis-Aseptic	2	3	0	7	3
Meningitis-Bacterial	1	0	0	3	0
Meningitis-Strep Pneumo	0	6	0	3	1
Mycobacterium-NonTB	1	2	3	10	2
Mycobacterium-TB	0	1			
Novel Coronavirus-COVID 19	4094	1409	0	0	0
Pertussis	1	0	18	1	3
Rickettsial-Spotted Fever	0	0	0	1	0
Salmonellosis	6	6	6	2	8
Shigellosis	2	0	0	0	3
Streptococcal Disease, Grp A	0	1	2	0	3
Syphilis	1	3	1	2	1
Vibriosis	0	0	1	0	0
VZ infection	6	1	9	10	7
<b>TOTAL</b>	<b>4377</b>	<b>1706</b>	<b>876</b>	<b>1136</b>	<b>1309</b>

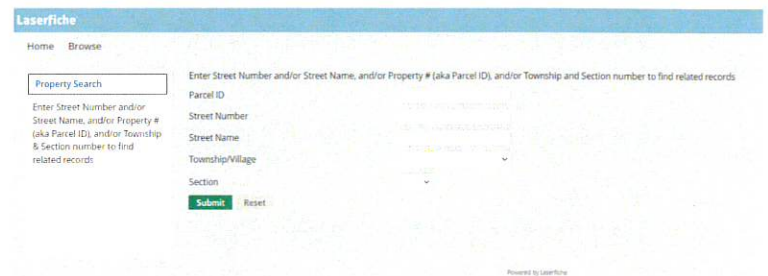
\*2021 HEPATITIS C CASE NUMBERS ARE HIGHER DUE TO A REPORTING LAG FROM 2020.  
SOME OF THESE CASES WERE INITIALLY IDENTIFIED IN 2020.

# ENVIRONMENTAL HEALTH

## ENVIRONMENTAL HEALTH HIGHLIGHTS

- National Radon Month "Give a can of food, get a kit" was successfully held.
- An additional Sanitarian position was added to meet the increased workload demand. Requests for services increased 35.98% over fiscal year 2020.
- Four Food Service Management classes were held in Benzie and Leelanau counties.
- In addition to their "regular" workload, the Environmental Health Team played a critical role in the COVID-19 immunization response to the COVID-19 pandemic.

In 2019, Environmental Health Director Eric Johnston advocated for funding to digitize the division's property files and create a public access portal. The portal will improve public access to information, add natural disaster protection, and allow staff to get access to important information anywhere that has Internet access.



Screen shot of the Cloud-Based Laserfiche Document Management System portal used by Environmental Health staff and clients.

The implementation of the Cloud-Based Laserfiche document management system for Leelanau County property records included an estimated 14,740 files, including all historical permits. The Environmental Health staff were trained to use the system for future permits and information. The portal went live and was made available via our website in early 2021.

Due to the success of the portal, Director Johnston has presented to other health departments and agencies about digitizing records and our public portal. The funds were secured, and the process of digitizing the division's Benzie County property files has begun to add those records to the portal.



# ENVIRONMENTAL HEALTH

## ENVIRONMENTAL HEALTH PROGRAM NUMBERS

Restaurant Inspections: 483

Food Licenses/Temporary Licenses: 37

Foodborne Illness Report Follow Up: 12

Well Permits Issued: 499

Septic Permits Issued: 591

Vacant Land Evaluations: 229

Existing Well and Septic System Inspections: 480

Swimming Pool and Spa Inspections: 38

Swimming Beach Monitoring: 8

Campground Inspections: 30

Septage Hauling Vehicle Inspections: 28

Septage Receiving Facility Inspections: 4

Tattoo Parlor Inspections: 1

Suspected Rabies Animal Test Submissions: 20



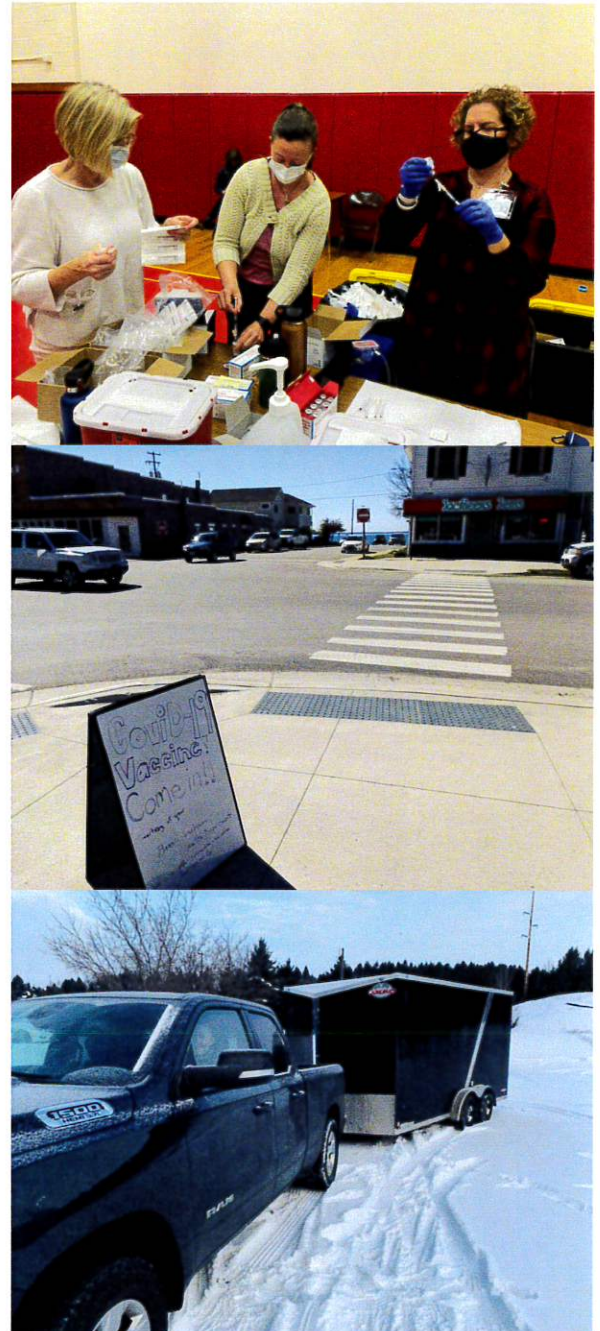
# EMERGENCY PREPAREDNESS

## CORONAVIRUS OUTBREAK RESPONSE

Regionally, our partners and staff demonstrated that we are leaders in the state when it comes to teamwork! Despite extreme stress and receiving small allocations at the beginning of the vaccine rollout, we consistently had the highest vaccination rates in the state for several months.

Our team leading the COVID-19 vaccine response worked around the clock to plan clinics, schedule residents, and transport vaccines in the most efficient way possible. We delivered services with excellence – vaccination and testing clinics were widely available, accessible, and well-received by the community. Our staff received hundreds of compliments about how efficiently the COVID vaccination clinics were run.

Benzie-Leelanau District Health Department started providing the COVID-19 vaccine to first responders and health care providers in late December 2020. At the end of 2021, the health department had administered 25,517 doses of COVID-19 vaccine and held 142 large community clinics, 10 small health department pediatric clinics, and 26 small pop-up/homebound clinic days in Benzie and Leelanau counties.



**Top:** Diane Stier RN, Autumn Jurek RN, and Betsy Hardy MSN, RN, prepare COVID vaccines at a community clinic at Suttons Bay Public School.

**Middle:** COVID pop-up clinic sign in Leland.

**Bottom:** Autumn Jurek, RN, is pictured driving the Benzie-Leelanau District Health Department's new truck and trailer filled with COVID-19 clinic supplies.



# EMERGENCY PREPAREDNESS

## CORONAVIRUS OUTBREAK RESPONSE



Our COVID-19 vaccination response exemplifies leadership among staff and involvement by our residents - all which led to high vaccination rates regionally and strong relationships with businesses and residents.

We thank all the businesses who supported community vaccination efforts by hosting vaccine clinics, donating food, or helping share our messages, especially, Suttons Bay Public Schools, VFW of Lake Leelanau, Lake Ann United Methodist Church, Crystal Café, Frankfort-Elberta Area Schools, Benzie County Central Schools, and Platte River Association for hosting community COVID-19 clinics.



We also would like to thank all our amazing volunteers and temporary staff for working on-site and behind the scenes to make clinics happen and providing support to residents during case investigations.

Together we are making a difference in the health of our community!

**Top:** Dawn Hynds, BSN RN, preparing COVID-19 vaccines at Lake Ann clinics.

**Bottom:** Kerry Turner, Public Health Technician Supervisor, assisting at Lake Ann COVID-19 clinic by verifying insurance information.





# PARENTING COMMUNITIES

FUNDED BY THE 2019 LEELANAU COUNTY  
EARLY CHILDHOOD MILLAGE

## **Vision:**

Thriving Children and Families in  
Leelanau County.

## **Mission:**

A comprehensive, responsive system  
of opportunities for all families and  
children (birth to six years)

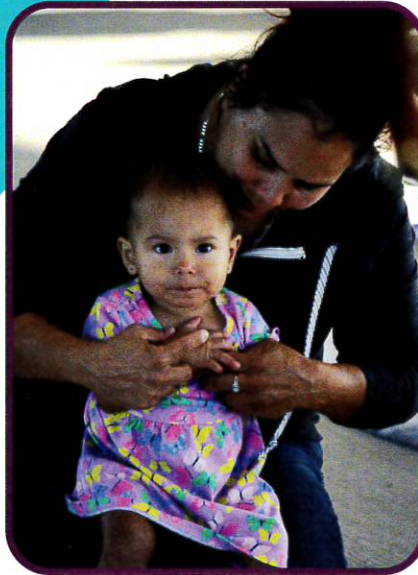
## **Key Values:**

Earlier is Better

Universal Access Family-Focused  
Parents as Leaders

Evidence and Data Collaboration

Parenting Communities is the result of advocacy, volunteerism, innovation, and commitment from early childhood professionals and Leelanau County residents who recognize that supporting families during the earliest years of a child's life sets the stage for social-emotional, physical, and mental health, as well as academic success. While COVID-19 inhibited the robust rollout that was planned, the dedicated Parenting



Communities team forged ahead to create an array of opportunities for our youngest residents and their parents/caregivers.

Photo: Elena Reyes and daughter enjoying music and dance time at the September 1 event featuring Miriam Pico.

Our goal is for all Leelanau County families to be a part of the Parenting Communities network where they can receive information, support, opportunities to connect with other parents, and access professional advice from nurses, dieticians, community health workers, social workers, and breastfeeding specialists.





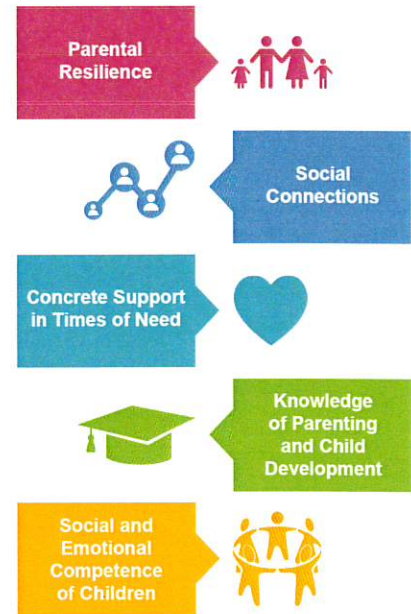
# PARENTING COMMUNITIES

FUNDED BY THE 2019 LEELANAU COUNTY  
EARLY CHILDHOOD MILLAGE

## Strengthening Families

The research-informed Strengthening Families Framework guides the work of Parenting Communities.

The Framework defines five protective factors that, when supported and strengthened, achieve the best outcomes for kids.



## Parenting Communities

### Program Numbers

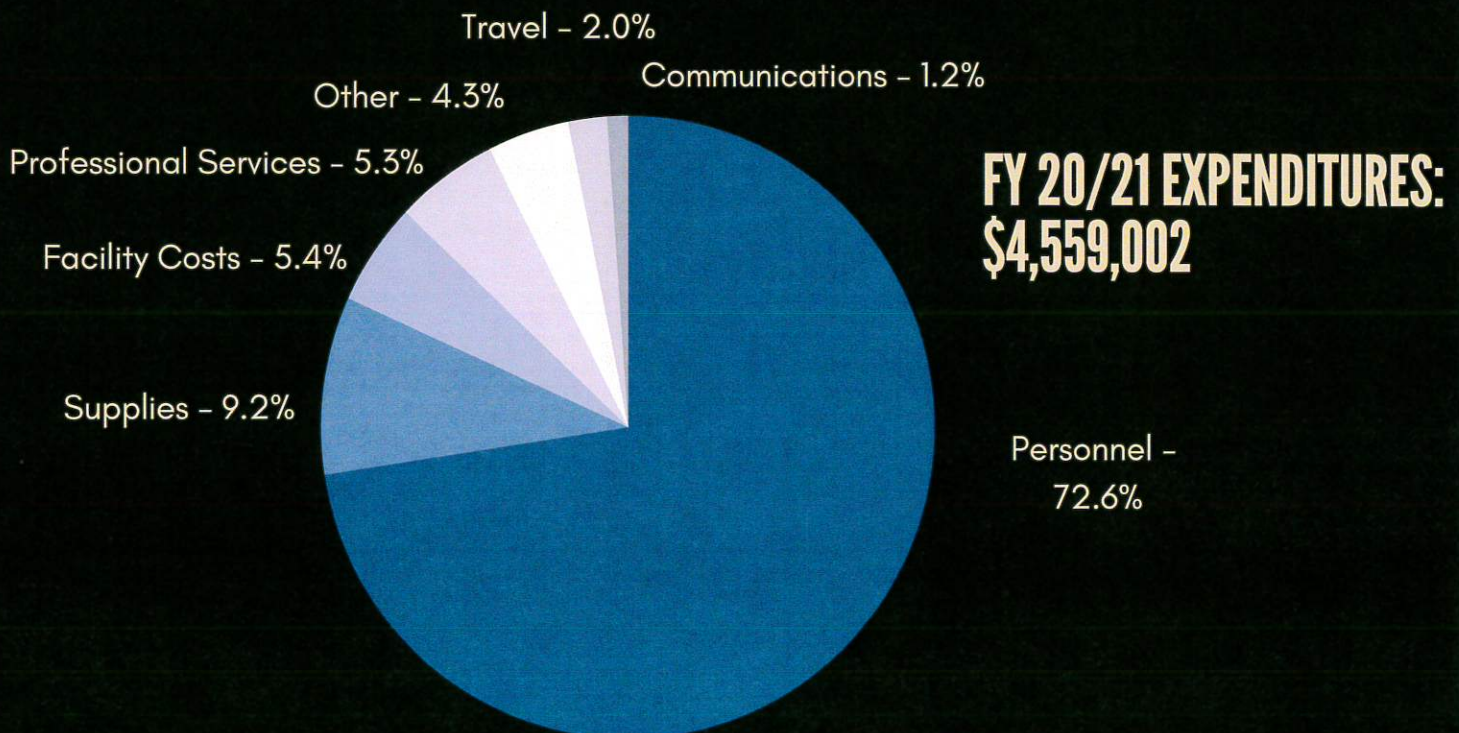
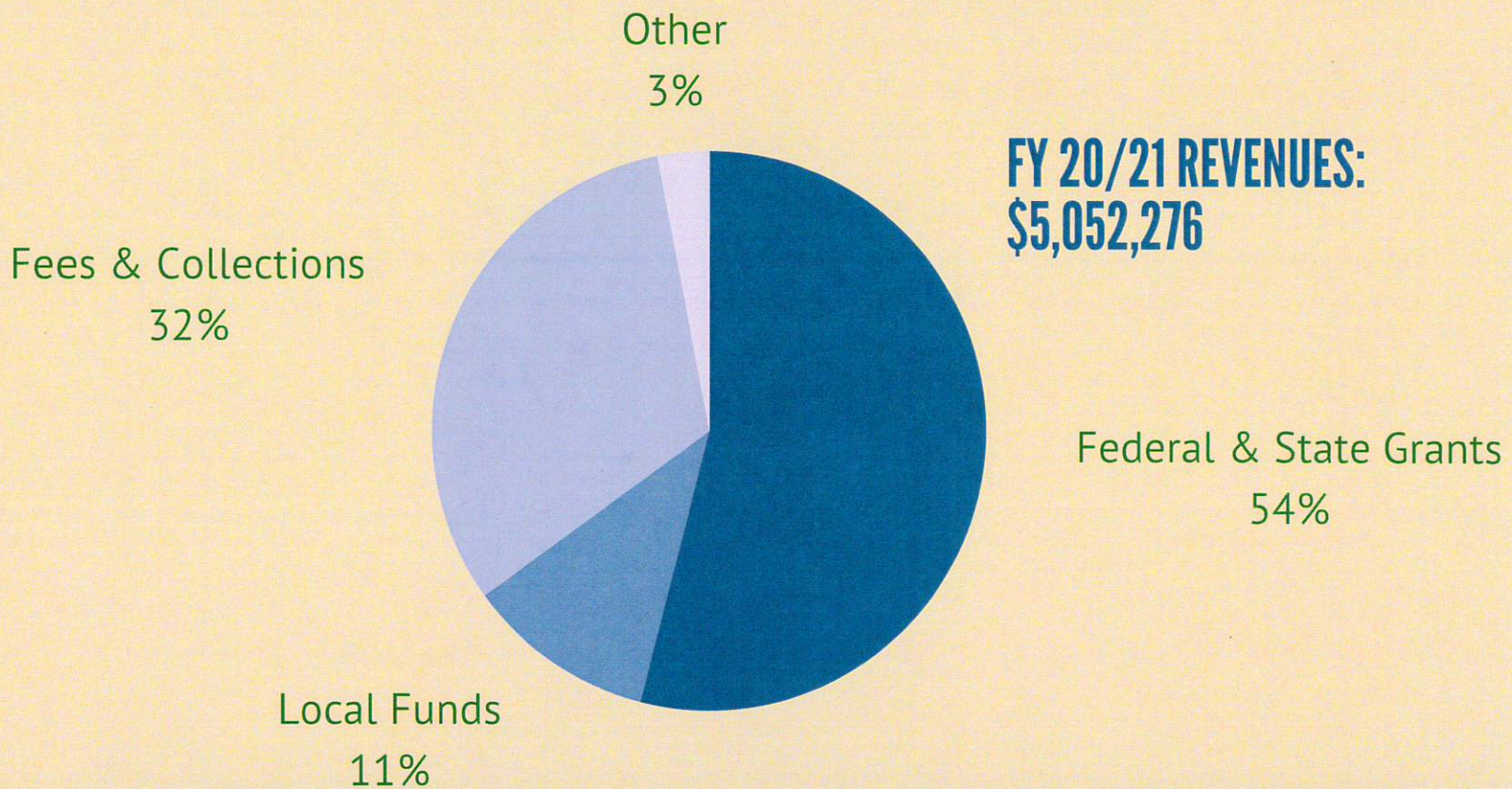


Photo: Parenting Community of Leelanau's staff and volunteers after MomPower.

- 281 home visits were conducted to support 44 families and 58 children.
- 17 breastfeeding visits supported 12 Leelanau County moms.
- 47 playgroups were held, and 79 parents and 138 children participated.
- September 2021, presenter Miriam Pico led approximately 90 Leelanau County families and children in interactive music and dance.
- October 2021, two fall festival events brought approximately 200 parents and young children out for pumpkin painting, apple cider, costumes, and fun.



# FINANCIAL STATEMENT



# ACTION ITEMS

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: October 7, 2022

Subject: **Benzie County Master Plan Review**

The Board and staff have had ample opportunity to review the draft capital plan for expenditures and projects over the next five years. We all agree that this document is a living document but offers a good roadmap as we move forward with the fiscal year.

Each item on this plan will need independent approval by the Board before projects/purchases can take place.

I recommend we move forward with this plan.

Recommendation:

That the Board of Commissioners approves the Projected Capital Improvements – 5 year plan, dated October 17, 2022.



Projected Capital Improvements - 5 Year Plan							
***This plan does not constitute project or purchase approval. All projects and purchase need individual approval by the Board of Commission.***							
General Fund		FY 22/23	FY 23/24	FY 24/25	FY25/26	FY26/27	Total
Security/Emergency:							
Card Door Access System (2 doors/year)		\$ 6,000.00	\$ 6,000.00				\$ 12,000.00
Service Counter Security Glass (Equalization)		\$ -	\$ 13,000.00				\$ 13,000.00
Recycling Location lighting and cameras (ARPA)		\$ 25,000.00					\$ 25,000.00
Parking Lot Lighting		\$ 10,000.00					
Building/Grounds:							\$ -
Court room upgrades (carpet, seating) (ARPA)				\$ 40,000.00			\$ 40,000.00
Judge's bathroom remodel				\$ 5,000.00			\$ 5,000.00
Multi-stall restroom remodel, including doors (carryover from 21/22)		\$ 10,000.00					\$ 10,000.00
Governmental Center Window Replacement (ARPA)			\$ 100,000.00				\$ 100,000.00
Governmental Center roof evaluation, ceiling tile replacement (carryover from 21/22)		\$ 25,000.00					\$ 25,000.00
Governmental Center sign replacement (carry over from 21/22) (ARPA)		\$ 20,000.00					\$ 20,000.00
Governmental Center irrigation (carryover from 21/22)		\$ 25,000.00					\$ 25,000.00
Governmental Center Entrance, concrete steps, railing)		\$ -	\$ 10,000.00				\$ 10,000.00
Governmental Center wood refinishing			\$ 15,000.00				\$ 15,000.00
Parole Office Renovation		\$ 55,000.00					\$ 55,000.00
Concrete steps to Sheriff's Department (heated) (ARPA)			\$ 100,000.00				\$ 100,000.00
Prosecutor's Office waiting room/work station (ARPA)			\$ 20,000.00				\$ 20,000.00
Clerk's Office Remodel		\$ 10,000.00					\$ 10,000.00
Admin Office Remodel		\$ -	\$ 15,000.00				
Equalization/Planning Remodel				\$ 30,000.00			
Roof Top Units		\$ 44,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00		
Emergency Mgt:							
Fully Equiped Com Van/Bus			\$ 100,000.00				
Sheriff's Department:							\$ -
Fully Equipped Patrol Cars		\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 600,000.00
Rear employee entrance door		\$ 6,000.00					\$ 6,000.00
							\$ -
Technology:							\$ -
Board of Commissioners technology upgrade, ipads, agenda mgmt		\$ 25,000.00					\$ 25,000.00
Server replacement		\$ 20,000.00	\$ 20,000.00				\$ 40,000.00
Computer replacement		\$ 15,000.00	\$ 7,000.00	\$ 7,000.00		\$ 7,000.00	\$ 36,000.00
							\$ -
							\$ -
Total General Fund		\$ 416,000.00	\$ 616,000.00	\$ 292,000.00	\$ 210,000.00	\$ 127,000.00	\$ 1,534,000.00
Special Millage Funds		FY 22/23	FY 23/24	FY24/25	25/26	FY26/27	Total
Jail:							
Replacement of rooftop units (5)					\$ 40,000.00	\$ 40,000.00	\$ 80,000.00
Replace Sallyport Service Door (B16)		\$ 25,000.00					\$ 25,000.00
Replace dishwasher		\$ 13,212.00					\$ 13,212.00
Replace door to POD yard		\$ 25,000.00					\$ 25,000.00
Replace boiler room pump & motor			\$ 13,923.00				\$ 13,923.00
Replace air exhaust system, kitchen			\$ 20,000.00				\$ 20,000.00
Fully Equipped Transport Van		\$ 55,000.00	\$ -	\$ 55,000.00			\$ 110,000.00
Total Jail		\$ 63,212.00	\$ 33,923.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 287,135.00
911:							
Mobile or Portable Radios		\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 90,000.00
Dispatch Expansion (ARPA)		\$ 500,000.00	\$ 500,000.00	\$ 250,000.00			\$ 1,250,000.00
Radio Tower Upgrade				.	\$ 1,000,000.00		\$ 1,000,000.00
Total 911		\$ 518,000.00	\$ 518,000.00	\$ 268,000.00	\$ 1,018,000.00	\$ 18,000.00	\$ 2,340,000.00
EMS:							
Heart Monitors (replace every 7 years)				\$ 150,000.00	\$ -		\$ 150,000.00
Ambulance		\$ 224,000.00	\$ -	\$ 224,000.00		\$ 224,000.00	\$ 672,000.00
Director unit (replace every 5 years/E61)			\$ 80,000.00				\$ 80,000.00
Furnace/AC for Station 2		\$ 15,000.00					\$ 15,000.00
New Frankfort EMS station			\$ 250,000.00				\$ 250,000.00
Total EMS		\$ 239,000.00	\$ 330,000.00	\$ 374,000.00	\$ -	\$ 224,000.00	\$ 1,167,000.00
Animal Control:							
Update dog living area in shelter			\$ 70,000.00				\$ 70,000.00
Camera Security System			\$ 10,000.00				\$ 10,000.00
Relocation of outside Kennel Yard (Retaining Wall)		\$ 30,000.00					\$ 30,000.00
Front Door Replacement		\$ 10,000.00					\$ 10,000.00
Vehicle Replacement		\$ 55,000.00	\$ -				\$ 55,000.00
Parking Lot Resurfacing				\$ 20,000.00			
Replace backup cat kennels					\$ 20,000.00		
Total Animal Control		\$ 95,000.00	\$ 80,000.00	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 175,000.00
TNT:							
Patrol Vehicle		\$ -	\$ 60,000.00				\$ 60,000.00
Total TNT		\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00
SRO:							
Patrol Vehicle		\$ 60,000.00		\$ -		\$ 60,000.00	
Total SRO		\$ 60,000.00		\$ -		\$ 60,000.00	
Total for Fiscal Year		\$ 1,391,212.00	\$ 1,577,923.00	\$ 954,000.00	\$ 1,288,000.00	\$ 469,000.00	\$ 5,503,135.00



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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: October 18, 2022

Subject: **Benzie County Domain Change Request**

As mentioned before, I would be working to obtain a new domain name for Benzie County. Currently, Benzie is using a .net domain name is a generic domain name with less security. I would like to move to a .gov domain name because it is considered a top-level domain and reserved only for government use. With heightened security needed to keep our networks, emails, and websites safe, this is an appropriate move for Benzie.

In order to obtain a .gov domain name, there are additional steps that need to be taken to claim and implement it because of its heightened security. Attached is a letter that the Board will need to approve to be sent to the .gov domain registry. Once the domain has been approved, we will work with our IT company to implement the domain. We will have a transition period where both .net and .gov will work, but eventually we will stop using the .net all together.

## RECOMMENDATION:

That the Board of Commissioners approved the letter to the .Gov Domain Registration to claim the [www.benzieco.gov](http://www.benzieco.gov) domain name for use by the County.



October 25, 2022

.Gov Domain Registration  
c/o Verisign, Inc.  
12061 Bluemont Way  
Reston, Virginia 20190

To the .gov Program:

As authorizing authority for Benzie County, I request that responsibility for the domain name benzieco.gov be delegated to my municipality.

Benzie County is a county in Norther Michigan. Benzie County is governed by the Board of Commissioners, consisting of seven members elected by the electors of Benzie County. The primary functions of the Board of Commissioners include determination of type and level of County services, adoption of County budget, equalization of property values, legislative oversight of services provided by Benzie County, and appointment of various Commissions and advisory boards. Benzie County currently uses a .net domain name which we have learned to be less secure than a .gov domain name. With heightened security features being implemented into our county servers and networks, we are also updating our domain name for added protection.

In order to obtain and maintain benzieco.gov. Benzie County will meet the general and specific requirements for federal agencies, found at <https://home.dotgov.gov/registration/requirements>.

The following will be listed as contacts for benzieco.gov, which Benzie County will keep up to date in the .gov registrar.

[Administrative and technical contacts are named individuals and must be unique; a security contact should generally be a team email address.]

Administrative contact  
Katelyn Zeits  
County Administrator  
448 Court Place, Beulah, MI 49617  
231-882-0035  
[kzeits@benzieco.net](mailto:kzeits@benzieco.net)

Technical contact  
Rebecca Hubers  
Emergency Management Coordinator

448 Court Place, Beulah, MI 49617  
231-882-0567  
[rhubers@benzieco.net](mailto:rhubers@benzieco.net)

Security contact [recommended]  
[benzieadmin@benzieco.net](mailto:benzieadmin@benzieco.net)  
[service@vc3.com](mailto:service@vc3.com)

I understand that if I wish to retire benzieco.gov, I must submit a written request to registrar@dotgov.gov.

Sincerely,

Robert Roelofs  
Board Chair

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: October 7, 2022

Subject: **Services Agreement – CORE Logic**

In order to conduct LEIN services, the County must work with CORE Technology to provide a multibridge enterprise system. This vendor is the sole source vendor for this service.

The County has worked with CORE for some time; however, the cost was always within the spending authority of staff. The cost has exceeded that authority and therefore we're requesting a services agreement.

Recommendation:

That the Board of Commissioners approves a services agreement with CORE Technology to provide multibridge enterprise for LEIN services in the Sheriff's Office and Central Dispatch Office, with agreement to be approved by Legal Counsel.

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# Memorandum

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To: Board of Commissioners

From: Katie Zeits, County Administrator *Katie Zeits*

Date: October 7, 2022

Subject: **Agreement for Cross Deputization**

Undersheriff Hubers will be present on Tuesday to present a renewal agreement for Cross-Deputization between the Sheriff's Office and the Band of Ottawa and Chippewa Indians.

Recommendation:

That the Board of Commissioners approves the Cross Deputization Agreement between the Grand Traverse Band of Ottawa and Chippewa Indians and the County for enhance law enforcement services in Benzie County and authorizes the Chair to sign, subject to approval by Legal Counsel.

**CROSS -DEPUTIZATION  
AGREEMENT  
BETWEEN  
THE GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS  
AND THE SHERIFF OF BENZIE COUNTY**

**PREAMBLE**

This Agreement dated \_\_\_\_\_, \_\_\_\_\_, is between the Grand Traverse Band of Ottawa and Chippewa Indians, an Indian tribe organized pursuant to the federal Indian Reorganization Act, 25 U.S.C. § § 461 et seq., (hereinafter the "Tribe") and the Sheriff of Benzie County, a political official of the State of Michigan (hereinafter the "Sheriff").

The Tribe is authorized to enter into agreements with local governments pursuant to Article IV, Section 1 (n), of the Tribal Constitution to fully deputize county police officers.

The Sheriff is authorized by M.C.L.A. 51.70 and M.C.L.A. 51.73 to fully deputize tribal officers "by an instrument in writing".

**INTENT**

The Tribe and the Sheriff each wish to ensure better law enforcement by 1) providing for the cross-deputization of the GTB Tribal Police officers and the Benzie county Sheriff's Office officers under the powers granted the Sheriff pursuant to M.C.L.A. 51.70 and M.C.L.A. 51.73, to empower the GTB Tribal Police officers with the authority to fulfill the duties and responsibilities of the above pursuant to the statutes of the State of Michigan, and 2) to empower the Benzie County Sheriff's Office officers to exercise their full authority under the Agreement in Indian Country within Benzie County.

**ACCORDINGLY, THE PARTIES AGREE AS FOLLOWS:**

**Section 1. Definitions**

As used in the Agreement:

"B.C.S. O." means Benzie County Sheriff's Office.

"County" means Benzie County.

"Sheriff" means Benzie County Sheriff.

"Tribe" means The Grand Traverse Band of Ottawa and Chippewa Indians.

"M.C.O.L.E.S." means Michigan Commission of Law Enforcement Standards.

"Qualified Officer" means "M.C.O.L.E.S." Certified

“Primary Area” means the following GTB property located in Benzie County, Michigan, south of the Village of Benzonia:

I. The Rivers Edge subdivision and Tribal Center located on Four Seasons Rd., which consists of 80 acres and is located north of Hoadley Rd. and east of US Highway 31. *(For Legal Description, See Attached GTB Parcel #24)*

## Section 2. Cross-deputization:

- A. The GTB Tribal Police officers are hereby deputized by the Benzie County Sheriff to make non-Indian criminal arrests in the primary area. The GTB Tribal Police officers are also deputized to issue civil infraction tickets on the county roadway described in the primary area subject to the following: 1.) Non-Indians shall be cited into State Court, and 2.) Indians shall be cited into the GTB Tribal Court.
  - I. All civil infraction tickets issued by GTB Tribal Police officers on Hoadley Rd. to non-Indians shall be heard in state court.
- 8. The Benzie County Sheriff’s officers are hereby deputized by the Grand Traverse Band of Ottawa and Chippewa Indians to make Indian criminal arrests in the primary area. The Benzie County police officers are also deputized to issue civil infractions on the county roadway described in the: primary area subject to the following: 1.) non-Indians shall be cited into state court, and 2.) Indians shall be cited into the GTB Tribal Court.
  - I. All civil infraction tickets issued by Benzie County law enforcement officers of Hoadley Rd. to non-Indians shall be heard in state court.

## Section 3 Fresh Pursuit

- A. Any duly authorized Tribal law enforcement officer or Benzie County law enforcement officer who observes the commission of a misdemeanor, including traffic infractions and crimes, and pursues the offender without unreasonable delay, and/or observes the commission of a felony or has reasonable grounds to suspect a felony has been committed, and pursues the offender without reasonable delay, shall be authorized to continue that pursuit across the boundaries of the primary area until the offender is apprehended, at which time the pursuing officer shall proceed as though the boundary as though the boundary had never been crossed and may issue such citations or effect such arrests as are dictated the situation.
  - 1. As soon as it reasonably appears that the fresh pursuit of a suspect will require leaving the primary area, the Tribal officer shall make every attempt to promptly notify B.C.S.O. law enforcement authorities of the pursuit and to request their cooperations and assistance
  - 2. As soon as it reasonably appears that the fresh pursuit of a suspect will require entry onto the primary are, the County law enforcement officer shall make every attempt to promptly notify the authorities of the pursuit and to request their cooperation and assistance.
  - 3. The fresh pursuit conducted under this Section shall conform with the policy and procedure of

the Sheriff's Office regarding high-speed pursuit.

#### Section 4 Qualifications and Training

- A. All personnel furnished by the parties pursuant to this Agreement shall be fulltime commissioned law enforcement officers, certified by M.C.O.L.E.S. The Tribe and the B.C.S.O. shall provide one another with a list of their departments qualified Police officers on January 2<sup>nd</sup> of each year.

#### Section 5 Operational Plan

- A. Any Suspects arrested pursuant to the Agreement will be booked and lodged in the Benzie County Jail, providing space is available.

#### Section 6 Costs

- A. The Tribe will contract with B.C.S. O. for the lodging of prisoners within the jurisdiction of the Tribe.
- B. The Tribe shall bear the expense of testifying in State Court when acting pursuant to state law.
- C. The Sheriff will bear the expense of testifying in Tribal Court when acting pursuant to tribal law.

#### Section 7 Arrests

- A. The B.C.S.O. agrees that they will make arrests for the Tribe outside Indian country, pursuant to a valid Tribal Court warrant, and the Tribe agrees that they will make arrests in Indian country for the B.C.S.O. pursuant to a valid State Court warrant.

#### Section 8 Search Warrants

##### A. Court Rules:

- 1. The provisions of Michigan Court Rule 2.615, Enforcement of Tribal Judgements, and Chapter 10 of the GTB Court Rules, Rules Regarding Enforcement and Recognition of Foreign Judgements, shall apply to this Agreement.

##### B. Warrants:

- 1. County Law enforcements officers shall present search warrants authorization the search for evidence located on the Tribe's reservation and Indian country (in accordance with the Tribal Code" to Tribal law enforcement authorities for execution.
- 2. The Grand Traverse Band police department agrees to cooperate in the execution of properly issued state search warrants within the reservation and Indian country and to observe the



requirement of the State and Federal laws in doing so.

3. B.C.S.O. law enforcement officers may, at the invitation of the Tribal authorities, accompany Tribal officers when a state warrant is executed.
4. Tribal law enforcement officers shall present search warrants authorizing the search for evidence located off the Tribe's reservation and Indian country to County law enforcement authorities for execution. The Benzie County Prosecuting Attorney agrees to review and prepare search warrants for off reservation searches.
5. The B.C.S.O. agrees to cooperate in the execution of Tribal search warrants and observe the requirements State, Tribal, and Federal laws in doing so.

#### Section 9. Immunity

- A. All the immunities from liability and exemptions from laws, ordinances, and regulations which law enforcement officers cross-deputized pursuant to the authority of this written instrument and M.C.L.A. 51.70, have in their own jurisdiction, shall also be effective in the jurisdiction in which the law enforcement officers are giving assistance unless otherwise prohibited by law. The provisions of 25 U.S.C. 450f and the application of the Federal Tort Claims Act apply to acts performed by law enforcement officers under this Agreement.

#### Section 10. Hold Harmless

- A. The Sheriff and the Tribe shall waive any and all claims against each other which may arise out of their activities outside their respective jurisdictions under this Agreement unless such claims are proximately caused by the gross negligence or willful misconduct of the other party, or its law enforcement officers.
- B. The B.C.S.O. and the Tribe shall be responsible for all liability of whatever nature arising from the acts of its own law enforcement officers and employees to the extent liable for the acts of employees of the other party performed under color of this Agreement.

#### Section 11. Indemnification

- A. The Tribe shall indemnify the Sheriff for all claims, judgements, or liabilities by third parties for property damage, personal injury, or civil liability, which may arise out of the activities of the law enforcement officers pursuant to this Agreement.
- B. The Sheriff shall indemnify the Tribe for all claims, judgements, or liabilities by third parties for property damage, personal injury, or civil liability, which may arise out of the activities of the law enforcement officers pursuant to this Agreement.

## Section 12. Insurance

- A. The Tribe agrees maintain and name the Sheriff, and the Sheriff agrees maintain and name the Tribe, as insured on an insurance policy in the amount of \$10 million per incident insuring against claims for liability and shall maintain the policy in full force and effect during the Agreement. The Tribe and the Sheriff shall provide a copy of the policy to one another by January 2 of year.
- B. The Parties shall submit to one another proof of adequate insurance covering each of its law enforcement officers commissioned pursuant to the Agreement by January 2<sup>nd</sup> of each year.
- C. The provisions of 25U.S.C. 450 (a)-(g), “Self-Governance Contracting” and the application of the Federal Tort Claims Act shall apply to the extent provided by law to the actions of the Tribal law enforcement officers under this Agreement. *See: Pub. L. No. 101-512, Title III, § 314, 104 Stat. 1959 (Codified at 25 U.S.C. § 450f notes). See Also: Comes Flying v. U.S. through Bureau of Indian Affairs, 830 F. Supp. 529, 530 (1993).*

## Section 13. Costs

- A. The Sheriff and Tribe shall each assume responsibility for all costs incurred by their own officers under the Agreement, except as otherwise provided. Section 14, Oversight Committee.
- B. A committee consisting of Tribal and Sheriff law enforcement officers shall review activities and method of performance undertaken pursuant to this Agreement.
- C. The Tribe’s Captain of Police and the Sheriff shall serve as co-chairmen and shall jointly set dates and places for meetings and shall jointly preside over meetings.
- D. This committee may recommend to the signatories of this Agreement any amendments for consideration by the parties. This committee shall further review, in the first instance, any dispute raised by either party or by third parties, relating to the Agreement.
- E. The committee co-chairman shall invite representatives of their respective courts and prosecutors to attend meetings. The committee shall meet at least quarterly or more frequently at the call of either the Tribe’s Captain of Police or the County Sheriff to discuss the status of this Agreement and invite other law enforcement or invite other officials to attend as necessary.

## Section 14. Duration of Agreement

- A. This Agreement shall remain in full force and effect until and unless terminated by either party as provided in this Agreement.

#### Section 15 Suspension of Agreement

- A. If any of the provisions of this Agreement are violated by the parties or their agents, then either party may suspend the Agreement immediately and terminate the deputy status of the County or Tribal Police officers at will or upon revocation of this Agreement. The suspension shall last until the party seeking suspension is satisfied that the violation has been corrected and will not recur.
- B. The Tribe or the Sheriff may exercise their power to suspend an individual County or Tribal officer without suspending this Agreement.

#### Section 16. Revocation of Agreement

- A. The Tribe or the Sheriff may revoke this Agreement at any time.

#### Section 17. Amendments

- A. This Agreement shall not be amended except by an instrument in writing executed by signatories below and attached to this Agreement.

#### Section 18. Saving

- A. This Agreement, or any commission issued pursuant to it, shall not confer any authority on a state court or other county authority which that court or authority would not otherwise have.
- B. Nothing in this Agreement shall be construed to cede any jurisdiction of either of the parties, to waive any immunities, to modify the legal requirements for arrest or search or seizure or to otherwise modify the legal rights of any person, to accomplish any act in violation of state, federal, or tribal law or to subject the parties to any liability to which they would not otherwise be subject to by law.

#### Section 19. Severability

- A. The provisions of this agreement are severable, and should any provision be held invalid or unenforceable, the remainder of this Agreement remains in effect unless terminated as provided in this Agreement.

#### Section 20. Notice

- A. Any notice required or permitted to be given under this Agreement shall be deemed sufficient if given in writing and sent by registered or certified mail.
- B. In the case of the Sheriff, notices shall be sent to:

Benzie County Sheriff's Office  
505 S. Michigan Ave.  
Beulah, MI 49617

C. In the case of the Tribe, notices shall be sent to:

Captain of Police  
Grand Traverse Band of Ottawa and Chippewa Indians  
2605 N. West Bayshore Drive  
Suttons Bay, MI 49682

Section 21. Repealers

A. This Agreement constitutes the entire Agreement between the Parties

The effective date of this Agreement shall be \_\_\_\_\_, \_\_\_\_\_.

**IN WITNESS WHEREOF**, the parties have executed this Agreement the date and year first above written by authority of the Grand Traverse Band of Ottawa and Chippewa Indians and the Benzie County Sheriff's Office.

**COUNTY OF BENZIE**

**GRAND TRAVESE BAND OF OTTAWA AND  
CHIPPEWA INDIANS**

**BY:** \_\_\_\_\_  
Bob Roelofs, Chair, Board of Commissioners,  
Benzie County

**BY:** \_\_\_\_\_  
David Arroyo, Tribal Chairman, GTBOC

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**BY:** \_\_\_\_\_  
Kyle Rosa, Sheriff, Benzie County

**BY:** \_\_\_\_\_  
Captain David Crockett, GTB Public Safety

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**BY:** \_\_\_\_\_  
Sara Swanson, Prosecuting Attorney Benzie Co.

**BY:** \_\_\_\_\_  
Wilson Brott, GTB Prosecuting Attorney

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



# Commissioner Reports

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**Art Jeannot**  
**Commissioner Report**  
**October 25, 2022**

- Participated in 5 meetings on behalf of the County since our October 11<sup>th</sup> meeting.
- **10/11 – Platte Township**
  - This was their quarterly meeting. Discussed master plan that is being completed jointly with Benzonia Township.
  - Several attendees expressed concern regarding a potential commercial development.
- **10/14 – EDC Broadband Sub-Committee**
  - A proposal for funding was presented by Cherry Capital. A good deal of documentation was included. Emphasis is on unserved and underserved businesses and households. The local school systems will be invited to provide input on this group to be sure we are including households with students. The sub-committee voted to recommended this request to the EDC's full committee and the BOC. A presentation will be made at the October 25<sup>th</sup> COTW. Administration was asked to identify sources for funding. The objective continues to be county wide availability, reliability and cost.
- **10/17 – Northern MI Counties Association**
  - Discussed pending senate bills for Community Mental Health and short-term rentals. MAC continues to oppose these bills.
  - Opioid settlement dollars from class action lawsuit with Jansen (?) should be distributed this year.
  - Discussion on creating trust fund for revenue sharing so that annual funding will be stabilized.
  - 2023 invoice for dues will be sent to the county administrators by year end.
- **10/20 – Northern MI Community Action Agency**
  - Business as usual. This was the annual meeting at which time we approve the next fiscal year budget.
- **10/24 – Networks Northwest**
  - I will report on any relevant information at the Board of Commissioner meeting
- **Other**
  - **10/10** – Attended a ceremony celebrating 100 years of being in business for the Andy Case family and Cherry Hut. Presentation by Congressman Bergman.
  - **10/22** – At BACNs request I will be speaking at their grand opening. I will share with the attendees the contribution and impact the agency has on our community.

# County Administrator Report

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# Committee Of The Whole

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**THE BENZIE COUNTY BOARD OF COMMISSIONERS  
COMMITTEE OF THE WHOLE  
October 11, 2022**

The Benzie County Board of Commissioners met as a Committee of the Whole on Tuesday, October 11, 2022, in the Frank Walterhouse Board Room, 448 Court Place, Government Center, Beulah, Michigan.

The meeting was called to order by Vice Chair Rhonda Nye at 1:30 p.m.

Present were: Commissioners Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke

The Pledge of Allegiance was recited.

**Agenda:**

Motion by Roelofs, seconded by Miller, to approve the agenda as amended, adding Sheriff wages, Undersheriff wages and APRA MOU for housing. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**Minutes:**

Motion by Markey, seconded by Sauer, to approve the Committee of the Whole minutes of September 27, 2022, as presented. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

1:33p.m. Public Input - none

**Human Resources:**

- a. Kristine Bosley – presented a written HR Update along with her letter of resignation. Her last day will be November 18, 2022. Will continue to work on policy updates, BS & A updates, and anything our office is working on. Advantage Benefit Group will be stepping in to assist with HR questions and demands in the interim of finding a new employee. Personnel policy is the primary focus to get finished before her departure. Job descriptions are a continued work in progress and hope to have those done in the next few months.

- b. Sheriff and Undersheriff wages: Sheriff Rosa and Undersheriff Hubers spoke on behalf of a wage increase. Discussion held.

Motion by Warsecke, seconded by Sauer, to recommend to the Board of Commissioners to authorize the Undersheriff wage to be 12.5% higher than the Lieutenant base wage, effective October 1, 2022. Ayes: Markey, Miller, Roelofs, Sauer, Nye, Jeannot, and Warsecke  
Nays: None Motion carried

Want further discussion regarding elected official's wages as a whole and if sustainable going forward.

Motion by Miller, seconded by Warsecke, to recommend to the Board of Commissioners to authorize the Sheriff's wage to be 3.25% above the Undersheriff's wage, effective October 1, 2022. Ayes: Miller, Warsecke, Sauer, Markey, and Roelofs

Nays: Jeannot and Nye Motion carried

**Buildings & Grounds Update:**

Security Upgrades - Campus: Discussion held. Motion by Sauer, seconded by Roelofs, to recommend to the Board of Commissioners to upgrade the security regarding door mechanisms up to \$30,000. Ayes: Markey, Miller, Roelofs, Sauer, Nye, Jeannot, and Warsecke Nays: None Motion carried

**Topics for Continued Discussion:**

- a. Capital Plan Review: Discussion held. List as it stands with recommendations of staff and Commissioners. This is an ever evolving document and everything must be approved individually by the board. This is just a road map.

2:58 p.m. Break

3:05 p.m. reconvene

- b. ARPA Survey Results discussion regarding final 40% allocation funding: Discussion held. Not sure about 30% allocation to broadband which leaves 10% for other. The only thing we are up against is the USDA Reconnect Program application deadline, which is November 3<sup>rd</sup> or 4<sup>th</sup>, and the timing to get that completed.
  - b.1. MOU for ARPA funds for housing: Prudent that we have an agreement with whom we allocate funds to and criteria that need to be met for disbursing funds. If we grant other agencies our ARPA funds this makes them a subrecipient of ARPA and they are held to the same rules and guidelines as we are through the Federal Government. The Administrators office will draft a MOU regarding these funds.
- c. Master Plan Review: Discussion held. We need to approach Networks Northwest for an addendum to the Master Plan which would be an update and ask they not exceed \$10,000 and add it to the Capital Improvement Plan. The time frame would be 5 years. Motion by Jeannot, seconded by Markey, to recommend to the Board of Commissioners to commit up to \$10,000 for a review and update of our master plan contracting with Networks Northwest, allowing the subcommittee to establish the scope of work. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.
- d. Point Betsie and Friends of Point Betsie – what are the County’s responsibilities: Discussion held with review of signed agreement between the entities. What is the Boards roll and contribution to them? How do they want us to participate and need to tell us what their ask is. As ARPA stands right now, we have allocated \$188,000 to Parks and Recreation. We are interested to know what their perspective is and what a good partner would look like to them.

3:39 p.m. Public Input - none

Motion by Roelofs, seconded by Markey, to adjourn at 3:39p.m. Ayes: Jeannot, Markey, Miller, Nye, Roelofs, Sauer and Warsecke Nays: None Motion carried.

**Committee of the Whole**

**Page 3 of 3**

**October 11, 2022**

Motion by Nye, seconded by Warsecke, to approve the Committee of the Whole Consent Calendar as follows:

1. Removed
2. Removed
3. Upgrade the security regarding door mechanisms up to \$30,000.
4. Commit up to \$10,000 for a review and update of our master plan contracting with Networks Northwest, allowing the subcommittee to establish the scope of work

# Committee Appointments

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# Correspondence

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING AGENDA  
Wednesday, October 26, 2022 – 2:00 p.m.  
Benzie Community Resource Center - Ingemar Johansson Conference Room  
6051 Frankfort Highway  
Benzonia, MI 49616**

**or**

**Electronically, via conference call**

To participate, dial: (213)-282-9788 and enter Conference ID: 593 075 427#

**This is a Regular Meeting of the Benzie-Leelanau District Health Department Board of Health. Public Comment is encouraged at the beginning and end of the meeting. An individual's comment time may be limited based on the discretion of the Chair.**

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes from the Regular Board of Health Meeting of September 28, 2022.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell
2. Sanitary Code Revision Update
3. BLDHD BOH - By-Laws and Rules of Order
4. Personnel and Finance Committee Report-Personnel and Finance Committee
  - A. Accounts Payable - Action
  - B. Year End Update
5. Staff Reports
  - A. Medical Director – Dr. Joshua Meyerson
  - B. Personal Health – Michelle Klein
  - C. Environmental Health Director – Eric Johnston
  - D. Administrative- Dodie Putney

Public Comment Period

Board Comments

Adjourn

Personnel and Finance Comm. Meeting- October 26, 2022 1:00 pm  
Benzie Community Resource Center, Roger Griner Conference Room or  
Electronically via conference call:  
(213) 282-9788 and enter Conference ID: 593 075 427#